App. F. IX-4

Previous References.

1949-50
(CB)

File No. 144-Cg

Serial Nos. 16-25

Later References.
CB340-50-16

GENERAL AND REVENUE SECRETARIAT

Serial Nos. 10

Part B for Jan 1950

SUBJECT

Publication of the Andhra Assembly Constituencies and Police Service Scheme (Exclusion of Khalsa)

CB 51/CB

20.1.50

To

The Joint Secretary to the
Govt of India
Ministry of Home Affairs
New Delhi

1c/9

General and Revenue Secretariat | File No. | of 19 .
WD 06071—GPB—25,000—20-6-49

Serial No.

Indian Civil and Administrative Servs (Joint cadre) Rules 1950

dated 12th Nov 49

Letter no 40/49 AIS I from the Govt of India, Ministry of Home Affairs forwarding a draft of the proposed rules and an explanatory memorandum thereof and requesting that the comments and suggestions of this Govt be forwarded before 10th December 1949

1) The Govt. of India have framed a draft set of rules called "The Indian Civil and Administrative Service(Joint Cadre) Rules, 1950 and have forwarded the same to all the Provincial Governments. According to article 283 of the Draft Constitution, all the rules in force immediately before the commencement of the constitution shall continue in force so far as consistent with the provisions of this constitution. In view of this article, the Govt. of India are particular that these rules should be framed and published before 26-1-1950. They have requested for our views before the 10th December 1949. Although the letter of the Govt. of India is dated 12-11-1949 it has been received by the Chief Secretary only on 28-11-1949. This is probably due to the fact that the letter has been addressed to Provincial Govts. and the forwardal to the States has been done at a later date.

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Scale of pay; determination of seniority; Leave & leave salaries; Retirement benefits &c.

2) The draft set of rules(Flag A)has been accompanied by an explanatory memorandum(Flag B) and 3 Schedules. Schedule 1 & 2 is sent along with the draft rules. Schedule 3 contains most of the important conditions of service and is still under compilation. This has not been sent now.

ntn. Sheet

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The Govt. of India have requested all the Provincial and State Governments to scrutinise the draft and to forward their comments and suggestions for consideration.

The following comments and suggestions are made on the draft rules for consideration:

3) Rule 1 & 2 - No comments. But it is interesting to note that it has been stated in Rule 2(b) that the I.A.S. has been extended to the States in accordance with the agreement with the Govts. of the States with effect from 25-7-1949. On that date a Conference of Chief Secretaries was held at Delhi and the Mysore Government had agreed to participate only in principle. The details were yet to be worked out and the acceptance of the Mysore Govt. has been communicated only very recently.

4) Rule 3(1) - The joint cadre is proposed to be constituted in every province and every state. There is the need for the constitution of such a joint cadre in a province because there are two sets of officers doing identical duties. They are the I.C.S. and the I.A.S. Officers. Such a contingency does not arise in Mysore State particularly. Even after the I.A.S. cadre is initially constituted in Mysore there will be no need for any of the I.C.S. officers to find a place in that cadre. It would be a pure I.A.S. Cadre and there will be no necessity to term it as a joint cadre.

5) Rule 3(2) - It has been stated in sub-rule (iii) that all officers of the I.A.S. allotted to a State before the date on which these rules come into force shall constitute the joint cadre of that State. If this is read along with the intention of the Govt. of India as stated in the forwarding letter that these rules should be published before 26-1-1950, it would mean that the I.A.S. cadre in Mysore State should be constituted before that date and notified in the Gazette. The procedure for the initial constitution of the I.A.S. cadre as detailed in

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Schedule I part(b) of the scheme will take considerable time and it is highly likely that the cadre cannot be constituted before 26-1-1950. We may confidently expect that the scheme of initial constitution will take atleast 6 months and so it would be necessary to either amend sub-rule(3) or to add an additional sub-rule (4) to make provision for the constitution of the I.A.S. in the States after the rules come into operation. This is however a matter for the Centre but may be pointed out to them.

6) Rule 3(7) - It has been stated that the duty posts of the joint cadre shall be as specified in schedule 2 part A with reference to each Province or State. A request had been made that the entries in this part of the schedule has to be checked up by the respective State Governments. The details regarding Mysore have been given in page 8 of the Schedule (Flag C). Mention has been made in that of only 27 senior Duty Posts. No mention has been made of the Junior Duty Posts, possibly by in-advertance, as it ha been mentioned in the case of all the other units and as it has also been mentioned in the case of Mysore in Schedule 2 part(c) which gives the authorised strength of the cadres. In the case of all the other provinces and states the Governments have been requested to specify the details regarding the Junior Duty Posts. The following entry might be inserted in Schedule 2 part(a) after Senior Duty Posts given against Mysore:

"Junior Duty Posts - 4.

Persons posted to the Junior Duty Posts will hold less important posts until they are fit to take up Sr Duty Post involving higher responsibility. The officers will be posted to such duties like those of an "Under Secretary to Government", Revenue Sub Divisional Officers, Personal Assistant to Deputy Commissioners, etc."

Yes 115

7) According to the details of the scheme there will be a training reserve of 2 persons in the cadre at the stage

NOTE—Contn. Sheet

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of initial constitution. This number may also be allotted to junior officers ~~of the cadre thus~~ bringing the total~~ing~~ to 6. This might have to be made clear to the Govt. of India. In addition to this, this Govt. have urged upon the Govt. of India that at least 30 Junior officers from the State should be taken into the I.A.S. Scheme. It is likely that the strength allotted for the junior Duty posts in Mysore cannot be enhanced to that particular number as the figure of junior Duty Posts has been fixed up on the basis of actuarial calculations. But we may say that after the junior officers who have been recommended by us are interviewed all the persons who are found fit to be taken into the I.A.S. should be so taken against Junior Duty posts. It would be good if they are taken in Mysore. In that event it would mean that the number of Junior Duty Posts would have to be temporarily enhanced. After these junior duty officers get promoted this number will be gradually reduced to the number fixed in the scheme. Till this number is reached the pace of direct recruitment may have to be slowed down. This is suggested in view of the conditions prevailing here, which are entirely different from those obtaining in other Provinces and States. There has been no big gap created here by any of the problems existing elsewhere due to partition, integration of States, etc.; and on the other hand we may say that there is a surplus of junior officers

6) Rule 3 (8) - "The Deputation quota of the joint cadre shall be specified in Schedule 2 part(b) with reference to each province and States." There are two types of deputation quotas. The first is the Central Deputation quota and the second is the General Deputation Quota. The "Central Deputation Quota represents the number, if any, which the Provincial or State Government concerned has specifically undertaken to provide for manning posts under the Central Government" as has been stated in page 3 of the

Agreed. 16

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explanatory memorandum. But from a perusal of the Schedule it is seen that no Central Deputation Quota has been shown against any of the States. This is not a fair proposition. We have to press for the allotment of a Central Deputation Quota to Mysore State also. By having such a quota there are many advantages to be gained. Firstly, officers belonging to the I.A.S. cadre of the state can serve either in the Central Secretariat or in any other posts in the Central Government for a limited period. They can then come back to the State and the valuable experience which they will have gained would be of immense value to the Administration of the State. Secondly, this would be the most tangible way in which the citizens of this state can have a share in the administration of the Central Government. It would be their legitimate due as citizens of the Union. When all differences are being removed between Provinces and States it is rather surprising that no such quota has been allotted to the States. Thirdly, this would mean an increase in the total number of Seniorx Duty Posts in the cadre of the States. This will result in chances of quicker promotions to the ~~xxxxx~~ junior officers. It would also mean an increase in the number of junior duty posts and training reserves and help to some extent the easening of the situation in the present moment. The following figures give the number of senior duty posts in each of the provinces together with the Central Deputation Quota of these Provinces:-

PROVINCE	No. of Senior Duty Posts.	Central deputation Quota.
Assam ..	20	6
Bihar ..	50	17
Bombay ..	64	13
C.P. & Berar ..	41	10
East Punjab ..	26	7
Madras ..	88	18
Orissa ..	56	11
United Provinces	102	30
West Bengal ..	54	13.
TOTAL.	401	125

NOTE—Contn. Sheet

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On a scrutiny of these figures it is seen that the Central Deputation Quota does not bear any fixed/~~xxxxxxxx~~ mathematical proportion to the number of Senior Duty Posts in each of the Provinces. It varies from Province to Province, but on the average it is about 31% of the total number of Senior Duty Posts. We may therefore ask for a Central Deputation Quota ~~based~~ in ~~on~~ this proportion. The number of Senior Duty Posts in Mysore is 27. We may therefore ask for a Central Deputation Quota of 8. If this is conceded, the total number of Senior Duty Posts would be 35 and the number of Junior Duty posts would increase to 5. It would also mean an increase in the deputation, leave and training reserves and the total strength of the cadre would also increase to approximately 50. As the allotment of the Central Deputation Quota means no additonal cost to this Govt., but would give innumerable advantages to the State it is very necessary to press for such an allotment.

May be agreed to - HS

7) Rule 3(9) - This deals with the authorised strength of the joint cadre and has been specified in Schedule 2 part(c). This would require revision in view of what has been stated above. The total strength of the cadre must be fixed after making provisions for a Central Deputation Quota.

" " HS

8) Rule 4 - This deals mainly with the recruitment to the I.A.S. in future, that is, ~~officer~~ by persons who pass~~ing~~ the competitive examination. We may suggest a slight amendment to Rule 4(2). The words "in consultation with the State Government" may be added, at the end of the rule.

" " HS

Rule 4(3) - prima facie this rule applies only in the case of new recruits. But this rule may be interpreted to mean that it also covers the cases of officers who have put in years of service in the respective State Civil Services and who will be appointed to the I.A.S. cadre when such a cadre has to be initially constituted in the States. Although it has been stated ~~of~~ Schedule 1 part (b) in para 4 (2) that the officers to be placed in the first

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first list would be subject to probation, it is unnecessary to provide that "they should undergo training and to pass tests, and to comply with such other conditions as may be prescribed." As rule 4(3) stands at present, it would make it compulsory for every person who is appointed to the I.A.S. cadre to pass such tests as may be prescribed. Instead of the word "shall" wherever it occurs in that sub-para if the word "may" is used that would make the position better, and would take into consideration the cases of persons who would be selected for Senior Duty Posts at the stage of initial ~~xxxxxxx~~ constitution of the cadres in the States. If such a course is not possible, it would be necessary to add an explanatory note or a proviso, stating that this rule would not apply to persons who may be appointed in the manner specified above.

11) Rule 5 - No comments. Govt. of India have stated that the rules for promotion of persons in the Civil Service of the States into the I.A.S. should be guided by rules which have to be framed by the State Governments in consultation with the Federal public Service Commission. The rules have to be framed here. It is desirable to get copies of the rules that have been framed by the Provincial Governments and to frame suitable rules here also immediately as the problem would arise as soon as the initial constitution of the I.A.S. cadre is completed in the near future.

12) Rules 6-7-8 - No comments.

13) Rules 9 to 14 - These deal with the scales of pay, determination of seniority, leave rules, retirement benefit disciplinary procedures and conduct rules. All these are important conditions of service but the Govt. of India have stated that this schedule is under compilation. We have to say that before the Schedule is adopted, the views of this Government also may be taken. Recently a few provincial

NOTE—Contn. Sheet

Serial No.

officers in Madras and Bombay have been promoted to the I.A.S. and questions about the fixation of their initial salaries were answered in the respective Provincial Assemblies. It would be desirable to write to those Governments ~~x~~ to send details regarding the manner in which these problems have been settled. Such information would help us in taking up the problem with the Govt. of India. This Govt. have urged upon the Govt. of India that when the seniority of the officers of this Govt. who will be taken into the I.A.S. cadre is to be fixed in the all India Gradation Roll, due consideration should be given to their age, experience, length of service, etc. and that the salary which they are drawing now should not be the only criterion. This is a very important point which requires further pursuit. It would also be desirable to mention that while the seniority is being fixed up in the All India Gradation Roll, the seniority of officers taken from Mysore should not be disturbed interse from what is existing at present.

Necessary ? I&P 30/4

Yes I&P 30/4

Rule 15 - This deals with allowances, fees or honoraria as may be permissible under the regulations made by the State Government. In the explanatory memorandum it has been stated that the Govt. of India have called for recommendations of the Provincial Govts. in respect of special pay, and pay of posts above the time scale admissible to officers of the I.A.S. cadre. Copies of the letter which they have addressed on this subject as well as on the subject of determination of seniority ~~and~~ to the Provincial Governments should also be made available to us for comments. It would be very necessary that as far as possible the same quantum of special pay and allowances are given to officers holding posts of equal status in whichever province or State they may serve. We may start taking action from now on by calling for information from the other provincial

Letters from Ministry of Home Affairs dt 8-5-48 & 18-7-48 (Vide para 15 & 16 of Explanatory Memo) have to be obtd & Examined.

I&P 30/4

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Governments on the practice now prevailing in their Governments.

15) Rule 16 - No comments.

16) Rule 17 - This deals with the residential accommodatio and it has been prescribed that the joint cadre officer shall be entitled to the allotment of residential accommodation in accordance with the rules in force ~~xxxxxxx~~ from time to time. The Rules now in force are not known to us. A ~~xxx~~ copy of the rules may be made available to us. At present quarters are available for all Deputy Commissioners in district~~x~~ head-quarters but no provision has been made for officers in Bangalore. According to this rule it would be obligatory on the part of the State Government to provide residential accommodation even in Bangalore.

May be asked for. 115 30/11 — 3

17) Rules 18-24 - No comments.

18) An attempt has been made in the above note to offer a few comments and suggestions on the draft rules sent by the Govt. of India. Some comments on the action to be taken here have also been indicated. These might be omitted ~~xxxxxxxxxxx~~ and the other comments and suggestions might be forwarded to the Government of India, if approved, in consultation with the Financial Secretary.

Rule 19) This might be treated as a Council matter.

Rule 19 Draft by CAB below? Placed Rawto

115 30/11 — GK 30/11 — Is it necessary?

Ch Secy

20) The note is all right. A draft may be put up on the lines suggested by F/D for consideration of the Chief.

21) Write at once for the rules & regns mentioned in Comments against Rules 15 & 17 above.

115 30/11/49

Serial No.

22) Draft put up for Consideration as circd

CS
1/12
23) xmR 2/12/49
Ch Secy
thru CB

SECRL. SECN. 5041 2 DEC 1949 GOVT. OF MYSORE

24) Draft put up for Consider.
& reply is wanted before 10.12.49

Chief Minr.
thru Chief Secy
o/s

HG
2/12/49
xmR
2/12/49

2 DEC. 1949 GOVT. OF MYSORE

25) CS
2/12/49.
xmR
2/12/49

Office of the Chief Minister
No. 4440
Date of Receipt 3/12/49

26) The draft has been read in Council And approved. ~~may~~ The letter may be issued

KCR
7/12/49

27) Please issue today by Air-Mail if possible.

HG
7/12
xmR
7.12.49

To

The Secretary to the Govt of India, Ministry of States for the consideration of the Govt of India,

Proc: S821/CB dt/ 7/12/49 Offering certain comments ~~Remarks~~ and Suggestions on the proposed draft rules re Indian Administrative Services Joint Cadre Rules 1950 to be incorporated in the All India Services

Secl...

Serial No.

28) Sorted with two drafts for approval as ordered against the margin of paras 11, 13 and 14 + 16 of the note.

9/12/49.

29) Issued
9/12/49

9/12
10

To

The Secretary to the Govt of India
Ministry of States
No. 6114/CB of 10/12/49 requesting to forward
for letters mentioned in paras 14 and 16 of the note

To

The Chief Secretary.
1) Govt of Madras (2) Govt of Bombay.
No. 6112-13 dt 10/12/49
requesting to forward copies of rules framed for promotion of persons in the Civil service of States and persons into I.A.S. etc.

30)
Sorted with two draft reminders as instructed.

14/12/49

31) Issued
14.12.49

14.12.49

The Secretary Govt of India, Ministry of States
Issued Reminder No 6229/CB of 15/12/49
The Chief Secretaries, Govt of Bombay & Madras
Issued Reminder No 6230-31/ of 15/12/49

NOTE—Contn. Sheet

Serial No.

(1) Letter no. 4049/49-1 dy 22.12.49 from the Chief Secretary to the Govt. of Madras forwarding a copy of Rules regulating the promotion of Provincial Civil Service Officers to Indian Administrative Service. (F)

(2) Letter no. D-1586/49-AIS dated 24th Decr. 1949 from the Govt. of India, Ministry of Home Affairs, forwarding copies of their letters to Provincial Govts. re: fixation of pay, general conditions of service, determination of seniority etc. (E)

(3) Letter no. 6699/46-D. dy 28.12.49 from the Chief Secy. to the Govt. of Bombay. V

32) Submitted for perusal.

33) The Govt. of India have not yet replied either to the letter dated 24.11.49 Containing the views of this Govt. as regards participation in the Scheme or to the letter* dated 7th Decr. 1949 offering - Comments and suggestions on the Indian Civil and Administrative Services (Joint Cadre) Rules 1950. It is for orders whether this may be awaited.

Reply to this has since been received 11/S. 3-1-50.

* 1 file under circulation to Ministers

H

34) Once it is definitely known on what terms participation is decided upon, ~~[illegible]~~ and the procedure for the initial constitution of the State cadre of I.A.S. is settled, it may be easier to Consider the questions dealt with in the two communications referred to above. In any case, for a clear and detailed examination of these rules, a draft of Schedule III ~~[illegible]~~ showing scales of

Serial No.

pay admissible to Officers of the Jt. Cadre, determination of seniority as finalised and framed by the Govt. of India would be necessary. This has been asked for, and it has also been made clear to the Govt. of India that this Govt. may be given an opportunity to offer their remarks on the same. It is for orders whether it may not also be awaited.

Pending 3.4.50.

yet

35) Meanwhile, as the matter is of far-reaching importance to members of the Mysore Civil Service, it is for consideration whether, as soon as a reply is received from the Govt. of India, the papers pertaining to the Scheme and the draft rules may be [redacted] sent to the President of the Mysore Civil Service Assn. for ascertaining the views of the Assn. This procedure is actually suggested in the Govt. of India letter dated 18th July 1949 addressed to Provincial Govts.

A

K

6286/3.1.50.

36) A is for consideration.

31.12.49. Chief Secy.

31/12/49

37) The letter of 18.7-49 had not been received by us before. It is sent to us only now; on [illegible]

38) The men in the [illegible] are very much agitated about

Notes.—Contn. Sheet.

Serial No.

their future, and now that it is clear that there is no objn to the Service Officers being Considered, — as a matter of fact it is supposed, — the Course of action taken on A. may be adopted.

39) Please put up with the last letter we have recd from Govt of I in reply to our letter of 2nd inst.

87/50.
30/11
3/11/50

Letter no. 12/3/49-A.I.S of 31/x/49 E
from the Deputy Secretary, Govt of India, Ministry of Home affairs forwarding a report on the Comments and Suggestions offered by 'H'
the Govt re the draft rules regulating Indian Civil Service and Administrative Service (Joint Cadre) Rules 1950.

SWS 3/11/50

40) Action has been held up on this file - pending informal consideration of the matters referred to in the Govt of India letter in Council.

41) Meanwhile a draft letter is put up, as instructed, for - Consideration.

WB 06820—GPB—25,000—26-7-49

Serial No.

42) It is for orders whether one set of papers relating to the I. A. S. Scheme may be sent to the President, Mysore Civil Service Association, for comments and suggestions.

The point regarding Junior 15/1/50. officers is not quite clear. This point requires examination and this can be done after the letter postcard is issued.

Chief Secy
16/1/50.

Draft letter received
Senior executive officers.
May issue.
16/1/50.
16/1/50

To

The Secretary to the Govt of India
Ministry of ~~State~~ Home Affairs
No: 9343/C of 17/1/49 requesting among other things to intimate whether the request of the Govt for the allotment of a proportional Central deputation quota has been accepted and if so, what the new authorised cadre strength of Mysore State would be.

SECRETARIAT 6879 15 JAN 50 GOVT. OF MYSORE

Indian Administrative Service

File No. 2793/CB of 195 . | General and Revenue Secretariat

Serial No.

Draft letter requesting Confirmation of the point raised in the discussion with Sri V. P. Menon on 13/1/50 on the I. A. S. put up for approval

19/1/50 (Chief Secy) Secy/R 20/1/50.

19.1.50. 20/1 Secretary Secy/R 20/1/50

'y'

CHIEF SECRETARY 7056 28 JAN 1950 GOVT. OF MYSORE

To

The Secretary to Govt of India
Ministry of Home affairs
No. 95757/CB of 20th Jan 50
requesting Confirmation of this Govt's
suggestion that all officers in the
Junior Scale in the Mysore Civil
Service belonging to certain
Castes at present be interviewed
and that out of them upto 30 persons
should be taken for the Junior
Indian Administrative Service.

Secy

Immediate / Secret.

GOVERNMENT OF INDIA,
MINISTRY OF HOME AFFAIRS.

—

EXPRESS LETTER.

From

Homex, New Delhi,

To

All Provincial Governments.

No. 40/49-AIS. NEW DELHI-3, the 12th November, 1949.

Subject:- Indian Civil and Administrative Services(Joint Cadre)Rules, 1950.

—

The Constituent Assembly of India has adopted the following articles relating to the all-India Services for the new Constitution :

"282 C(1) - Notwithstanding anything in Part IX of this Constitution, if the Council of States has declared by resolution supported by not less than two-thirds of the members present and voting that it is necessary or expedient in the national interest so to do; Parliament may by law provide for the creation of one or more all-India Services common to the Union and the States, and subject to the other provisions of this Chapter, regulate the recruitment and the conditions of service of persons appointed to any such service".

"(2) - The services known on the date of commencement of this Constitution as the Indian Administrative Service and the Indian Police Service shall be deemed to be services created by Parliament under this article".

"283 - Until other provision is made in this behalf under this Constitution, all the laws in force immediately before the commencement of this Constitution and applicable to any public service or any post which continues to exist after the commencement of this Constitution as an All India Service or as service or post under the Union or a State shall continue in force so far as consistent with the provisions of this Constitution".

2. The Indian Administrative Service has been constituted by mutual agreement entered into by the Centre and the Provincial Governments as a result of the Premiers' Conference held in October 1946. The conditions of service of the Indian Administrative Service are regulated by the agreement referred to and have not yet been placed on a statutory basis. An emergency recruitment for effecting the initial constitution of this service is now nearing completion. It is necessary that the actual present position regarding the constitution and maintenance of this service and the conditions of service of its members should be clarified in precise terms and put on a formal basis, before the commencement of the Constitution.

3/ .....

3. The need for a joint cadre has been explained in paragraph 3 of the Explanatory Memorandum. The fact that members of the Indian Civil Service and of the Indian Administrative Service are called upon to perform identical functions renders it necessary that as far as possible uniform standards of work and conduct should be developed for both these services. It is of course appreciated that certain terms have been guaranteed to the Indian Civil Service and that therefore in respect of these terms their conditions of service would differ from those for members of the Indian Administrative Service. Subject to such of these differences as exist, it is not only desirable but in fact necessary that the management of the two cadres should be coordinated in order to ensure that together they discharge the duties of the posts which have been enumerated jointly as posts borne on the Indian Administrative Service cadre.

4. A draft of the proposed Indian Civil and Administrative Services (Joint Cadre) Rules, 1950, and an Explanatory Memorandum thereof are forwarded herewith. It has not been possible to complete the III Schedule referred to in the rules. This Schedule, it is proposed, will contain codified statements showing separately conditions of service applicable to the Indian Civil Service and the Indian Administrative Service. Certain conditions of service applicable to the Indian Administrative Service as indicated in paragraphs 16, 17, 18 and 19 of the Explanatory Memorandum are, however, still under consideration and it is not until these are finalized that it would be possible to include them in Schedule III of these rules. In the meantime, however, it is necessary that these joint cadre rules should be promulgated under the Government of India Act before the new constitution comes into force (that is, before the 26th of January 1950) so that under Article 283 of the Constitution referred to in paragraph 1 above the rules might continue to exist on a statutory basis even after the introduction of the Constitution.

5. Attention is drawn to paragraph 9 of the Explanatory Memorandum explaining Rule 4 of the Joint Cadre Rules. No special provision has been made in the rules about the rate of recruitment, but for the reasons stated in the Explanatory Memorandum it will

be/ .....

be necessary for some years to come to deviate from the prescribed method of fixation of the numbers to be recruited annually. The normal position is that based on the actuarial calculations. Existing conditions require that it should be determined with reference to the actual casualties of the preceding few years and the anticipated casualties of succeeding years.

6. Government of India would be grateful if the Provincial Government would scrutinise the draft and forward their comments and suggestions for consideration. It is appreciated that the matter is important and would require careful consideration by the Provincial Government. In view, however, of the need to finalise the rules and notify them before the introduction of the new constitution as referred to in paragraph 3 above, it is necessary that all replies from the Provincial Governments should reach Government of India before the 10th December 1949.

(R. A. Gopalaswami)
OFFICER ON SPECIAL DUTY.

....

(Dhawan).

INDIAN CIVIL AND ADMINISTRATIVE SERVICE (JOINT CADRE) RULES, 1950.

1. Short title: These Rules may be called the Indian Civil and Administrative Services (Joint Cadre) Rules, 1950.

2. Definitions: In these Rules unless the context or the subject otherwise requires

(a) 'Duty Post' means a post included in Schedule II, Part A.

(b) 'Indian Administrative Service' means the Indian Administrative Service constituted with effect from 21st October 1946 on the basis of the agreements reached between the Government of India and the Governments of the Provinces and extended to the States in accordance with the agreement with the Governments of the States with effect from 25th July 1949 in accordance with the terms and conditions embodied in the Memoranda in Schedule I to these Rules.

(c) 'The Joint Cadre', in relation to any Province or State, means the Joint Cadre of that Province or State constituted under rule 3 and 'a Joint Cadre Officer' means an officer belonging to the Joint Cadre.

(d) 'Prescribed' means prescribed by Regulations.

(e) 'Schedule' means a Schedule appended to these Rules.

(f) 'The State Government' means, in relation to a Joint Cadre, the Government of the Province or State for which that Joint Cadre is constituted under rule 3 and 'the State Gazette' means the official Gazette of that Government.

3. The Joint Cadre: (1) In every Province and in every State there shall be a Joint Cadre of the Civil and Administrative Services constituted as hereinafter provided.

(2) All officers borne on the Cadres of a Province on the date on which these Rules come into force being officers

(i) who were members of the Indian Civil Service other than those permanently allotted to the Judiciary;

or (ii) who were substantively appointed before the 15th August 1947 to a listed executive post;

or (iii) who are members of the Indian Administrative Service shall constitute the Joint Cadre of that Province.

(3) All officers of the Indian Administrative Service allotted to a State before the date on which these Rules come into force shall constitute the Joint Cadre of that State.

(4)/ .....

(4) The names of all members of a Joint Cadre of a Province or State constituted under sub-rule (2) or sub-rule(3) shall be notified in the Gazette of India and in the State Gazette.

(5) Every member of the Indian Administrative Service shall be a member of the Joint Cadre of the Province or State to which he is allotted.

(6) All appointments, postings, transfers, deputations, leave, retirement or removal of members of the Joint Cadre shall be notified in the Gazette of India and in the State Gazette.

(7) The Duty Posts of the Joint Cadre shall be as specified in Schedule II, Part A, with reference to each Province or State.

(8) The Deputation Quota of the Joint Cadre shall be as specified in Schedule II, Part B, with reference to each Province or State.

(9) The authorised strength of the Joint Cadre shall be as specified in Schedule II, Part C, with reference to each Province or State.

4. Recruitment to the Indian Administrative Service.- (1) Save as provided by rule 5, all first appointments to the Indian Administrative Service shall be made by the Government of India.

(2) Every person so appointed shall be allotted to such Province or State as the Government of India may direct.

(3) Every person appointed to the Indian Administrative Service shall be appointed on probation for such period as may be prescribed and shall be required to undergo training and to pass tests and to comply with such other conditions as may be prescribed; and if he fails to satisfy the said conditions he will cease to be in service on the expiration of the period or probation.

5. Promotion to the Indian Administrative Service.- Subject to the provisions of sub-paragraphs (c) and (d) of paragraph 2 of the Memoranda in Schedule I, Part A and paragraph 6 of the Scheme in Schedule I Part B, the State Government may promote to the Indian Administrative Service any person in the service of that State.

6. Reservation of Duty Posts.- (1) Except with the sanction of the Central Government no Duty Post shall be filled otherwise than by a Joint Cadre officer unless in the opinion of the State Government.

(i) the vacancy is unlikely to last for more than three months, and

(ii)/ .....

(ii) there is no suitable Joint Cadre officer available for filling the vacancy.

(2) If a person other than a Joint Cadre officer is appointed to a Duty Post for a period exceeding three months the State Government shall report the fact to the Government of India together with the reasons for making such appointment.

7. Tenure of Office.- (1) A Joint Cadre officer holds office during the pleasure of the Government of India and shall not be liable to be dismissed from service by any authority other than the Government of India.

(2) A Joint Cadre officer may resign his office and will cease to hold office when the resignation is accepted by the Government of India.

8. Employment:- A Joint Cadre officer shall ordinarily be expected to discharge the duties of a "Duty Post" and he shall be liable to serve anywhere in India either under the Central Government or under a State Government.

9. Scales of Pay.- The scales of pay admissible to the Joint Cadre officers shall be as specified in Part A of Schedule III to these Rules.

10. Determination of Seniority.- The seniority of the members of the Joint Cadre as originally constituted shall be determined in accordance with the provisions of Part B of Schedule III.

11. Leave.- Leave and leave salary admissible to a Joint Cadre officer shall be regulated by the provisions of Part C of Schedule III.

12. Retirement Benefits: The retirement benefits admissible to the Joint Cadre officers shall be regulated by the provisions of Part D of Schedule III.

13. Disciplinary proceedings.- Any disciplinary proceedings against a Joint Cadre officer shall be regulated by the principles and procedure set out in Part E of Schedule III.

14. Conduct Rules: All the Joint Cadre officers shall be governed by the All - India Services (Conduct) Rules annexed as Part F of Schedule III.

15/ .....

15. Allowances.- A Joint Cadre officer shall be entitled to such allowances, fees or honoraria as may be permissible under the Regulations made by the State Government or by a Government under whom he is for the time being serving.

16. Medical Attendance.- A Joint Cadre officer shall be entitled to such benefits in respect of medical attendance as may be prescribed.

17. Residential Accommodation.- A Joint Cadre officer shall be entitled to the allotment of residential accommodation in accordance with the rules in force for this purpose from time to time.

18. Suspension.- Automatic: A Joint Cadre officer committed to prison either for debt or on a criminal charge, shall be considered as under suspension from the date of his arrest, and not allowed to draw any pay until the termination of the proceedings against him.

(2) By express order. A Joint Cadre officer may be placed under suspension by an express order by the Government under whom he is for the time being serving pending enquiry into his conduct.

(3) Subsistence grant during suspension. A Joint Cadre officer under suspension shall be entitled to a subsistence allowance at the rates admissible in accordance with the rules in force for this purpose from time to time.

(4) Final orders.- When the suspension of an officer is held to have been unjustifiable, or not wholly justifiable; or when an officer who has been suspended is reinstated the revising or appellate authority may pass final orders granting him for the period of his absence from duty such pay and allowances as is permissible under the rules.

19. Appeals: A Joint Cadre officer shall be entitled to appeal against any order which

(a) punishes or formally censures him,

or (b) alters or interprets to his disadvantage any rule by which his conditions of service are regulated.

Such an appeal shall lie to the Government of India.

20. Consultation with the Federal Public Service Commission.- Save as may be provided by Regulations made by the Government of India the Federal Public Service Commission shall be consulted -

(a)/ .....

(a) on all matters relating to methods of recruitment to the I.A.S. including the standards of qualification and tests of suitability to be prescribed,

(b) on the suitability of candidates for appointment to the I.A.S. under rule 4,

(c) on the principles to be followed in making promotions and transfers of Joint Cadre officers,

(d) on all matters affecting a Joint Cadre officer including memorials or petitions relating to such matters,

(e) on any claim by or in respect of a Joint Cadre officer that any costs incurred by him in defencing legal proceedings instituted against him in respect of acts done or purported to be done in the execution of his duty should be paid by the Government under which he is serving.

21. Power of the Government of India to make Regulations.- The Government of India may make regulations amending the conditions of service, pay, allowances, etc. applicable to officers of the Joint Cadre and may also amend the Schedules appended to these Rules in connection with the State Governments concerned.

Consultation ?

22. Except where provision has been made to the contrary in Schedule III to these Rules all Rules and orders applicable to members of the I.C.S. on the date of promulgation of these Rules shall apply to all other members of the Joint Cadre.

23. Should any question arise as to the interpretation or application of these Rules the decision of the Government of India shall be final.

24. Saving.- Nothing in these Rules shall be construed to limit or abridge the powers of the Government of India to deal with the case of a Joint Cadre officer in such manner as may appear to be just and equitable.

Provided that where any such rule is applicable the case shall not be dealt with in any manner less favourable to him than that provided by that rule.

(Dhawan)/-10.XI.1949.

MEMORANDUM EXPLANATORY OF THE INDIAN CIVIL AND ADMINISTRATIVE SERVICES (JOINT CADRE) RULES, 1950.

Introductory: In accordance with the agreement reached between the Government of India and the Provincial Governments (copy of the agreement annexed as Part A of Schedule 1 to these Rules), recruitment to the Indian Civil Service was stopped and a new all-India Service known as the Indian Administrative Service was created in order to perform all the functions (other than judicial functions) performed by the Indian Civil Service. A proposal to extend the scheme of the Indian Administrative Service, on the basis of the discussions held with the States Government representatives in July last, to all the States is now under active consideration. A draft scheme that has been circulated to the State Governments in this connection is annexed (as Part B to Schedule 1 to these Rules).

2. Members of the Indian Civil Service who have been continued in service on and after the 15th August 1947 have been given assurances by the Government of India and/or Provincial Governments regarding maintenance of certain conditions of service applicable to them prior to the 15th August 1947. These guarantees have since been incorporated in the following article adopted by the Constituent Assembly of India:

> "Except as otherwise expressly provided by this Constitution, every person who having been appointed by the Secretary of State or Secretary of State in Council, to a civil service of the Crown in India continues on and after the commencement of this Constitution,.....

> Constitution to serve under the Government of India or of a State shall be entitled to receive from the Government of India and the Government of the State, which he is from time to time serving, the same conditions of service as respects remuneration, leave and pension and the same rights as respects disciplinary matters or rights as similar thereto as changed circumstances may permit as that person was entitled to immediately before such commencement."

3. There are at present in each Province two distinct Services, namely, Indian Civil Service (including holders of listed posts) and Indian Administrative Service. Though the Services are separate the posts the duties of which the members of these two Services are expected to perform are identical. They are the posts now borne on the Indian Administrative Service cadres of the Provinces. The actual total strength of the two Services in a Province has, therefore, to be regulated by the authorised strength of the Indian Administrative Service cadre. Besides, the identity of functions of the members of the two Services renders it desirable that uniform standards of work and conduct should be maintained, as far as possible and transfers and postings so devised as to facilitate inter-changeability of personnel and promote mutual co-operation and <u>espirit de corps.</u> It is to secure these objects and the Indian Civil and Administrative Service (Joint Cadre) Rules are intended.

4. <u>Rule 2</u>: This rule contains certain definitions used in the body of the Rules and does not require any explanation.

5. <u>Rule 3</u>: Sub-rules (1) to (6) of this Rule are self-explanatory.

6. <u>Sub-rule (7)</u>: "Duty Posts" will be of two categories namely the Senior Duty Posts and the

Junior.....

Junior Duty Posts corresponding to the Superior Posts and the Inferior Posts of the old Indian Civil Service. The Joint Cadre is organised and maintained primarily for the purpose of manning certain specified posts called the Senior Duty Posts. To provide necessary experience for holding the senior posts, however, it is necessary that direct recruits to the Joint Cadre should after the required period of probation hold less important posts until they are fit to take up higher responsibility. Such posts are called Junior Duty Posts.

7. Rule 3(8): "Deputation Quota" represents the number of members of the Joint Cadre who are ordinarily expected at any one time to hold posts other than Senior Duty Posts. This number may be divided into two parts; (i) the "Central Deputation Quota" and (ii) the "General Deputation Quota". The Central Deputation Quota" represents the number, if any, which the Provincial or State Government concerned has specifically undertaken to provide for manning posts under the Central Government. The "General Deputation Quota" represents the balance of the deputation quota and is available to the Province or State for manning the ex-cadre posts in that Province or State. The Deputation Quota of each Province or State will be as specified in the statement entitled Schedule of Deputation Quotas contained in Part B of Schedule II to these Rules.

8. Rule 3(9): The general basis on which the authorised strength is proposed to be ficed under the Rules is as follows:-

(i).....

(i) The total number of Junior Duty Posts is fixed, as nearly as may be, at three twentieths of the number of Senior Duty Posts.

(ii) The General Deputation Quota, it is ensured, does not fall short of one-ninth of the total number of Senior Duty Posts, and

(iii) The authorised strength is so fixed as to provide officers required (a) for manning all duty posts and (b) for deputation to ex-cadre posts and to the Central Government. In addition, a Leave and Training Reserve which is equal as nearly as may be to one-sixth of the total number of Senior Duty Posts is also provided.

9. Rule 4: This Rule provides for direct recruitment to the Indian Administrative Service. The rate of recruitment to the Service will be so regulated as to maintain the actual strength of each Joint Cadre as nearly as possible at the authorised strength thereof. To attain this objective it will be necessary for some years to deviate from the prescribed annual rate of recruitment based on actuarial calculations. The reason for this is that with the retirement and transfer of officers consequent on the transfer of power and appointment to the Service of persons drawn from various age groups the cadres have lost that balance in respect of age and seniority groups which the regular flow of normal recruitment ordinarily ensures. Retirements and loss of personnel from the Service, are, therefore, not

likely to be evenly spread until the balance is restored. It is, therefore, proposed that the number to be recruited every year should be determined on the basis of actual loss of strength during the three previous years arising out of such reasons as retirements, removals, resignations or deaths and the anticipated loss of strength likely to arise similarly during the two succeeding years. The Government of India will every year fix the number to be recruited in consultation with the Provincial/State Governments concerned. As at present, the Government of India will take action to determine the number to be recruited every year through Competitive Examinations to the Indian Administrative Service and posted to the different cadres. In making such appointments and postings the Government of India will follow the procedure specified in paras. 2(b) and 4 of the Memorandum annexed as Part A of Schedule 1 to these Rules in respect of the Provinces and on the same basis in respect of the States also.

10. Rule 5: This Rule is intended to provide for promotion of Provincial or State Civil Service officers to the 25% of vacancies in the Indian Administrative Service cadre reserved for such promotion. The rules for such promotion should be framed by the Provincial/State Governments concerned in consultation with the Federal Public Service Commission, and only those officers who have been certified by the Federal Public Service Commission as fit in all respects to hold Indian Administrative Service posts can be appointed against the promotion quota. No Provincial or

State....

State officers can be appointed to the posts borne on the Indian Administrative Service cadre in excess of the 25% posts reserved for them without the prior concurrence of the Government of India.

11. Rule 6: This is based on the Indian Civil Service (Reservation of Posts) Rules and is also intended to ensure full and efficient use of the Indian Administrative Service officers in the posts against which they have been recruited.

12. Rule 7: In this Rule neither the number of years of service an Indian Civil Service/Indian Administrative Service officer is required to put in before he becomes entitled to the full annuity, nor the age of retirement is actually mentioned. Inclusion of such a provision in this regard is considered unnecessary in the rule as it is proposed to codify all important conditions of service in Schedule III of the Rules.

13. Rule 8: This is self-explanatory.

14. Rules 9 to 14: As explained in the forwarding letter, Schedule III is under preparation and will be completed as a codified compilation of the important conditions of service of the officers of the Joint Cadre.

15. Pay: The Government of India called for recommendations of the Provincial Governments in respect of "Special Pay" and "Pay of posts above the time-scale" admissible to officers of the Indian Administrative Service cadre, vide Ministry of Home Affairs Express Letter No. 60/4/47-GS., dated the 8th May 1948. Replies from some of the Provincial Governments are still outstanding. On receipt of their replies, this will be completed.

16/.....

16. Determination of Seniority: The matter is under consideration in consultation with the Provincial Governments vide Ministry of Home Affairs letter No. 20/12/49-R, dated the 18th July 1949. Necessary provision in this regard will be included in Schedule III.

17. Leave: At present the revised leave rules 1933 as applicable to Central Service Class I also apply to officers of the Indian Administrative Service. This set of leave rules have recently been liberalised on the basis of the Central Pay Commission's recommendations. It is proposed that the Leave Rules as liberalised should be extended to the Joint Cadre officers also.

18. Retirement Benefits: These are still under consideration of the Government of India. It is hoped to finalise them shortly in consultation with the Provincial Governments.

19. Conduct Rules: It is proposed that a set of rules to be called the "All India Services (Conduct) Rules" on the basis of the Secretary of State's Services (Conduct) Rules, 1942, should be framed for officers of the Joint Cadre. The draft rules will be shortly referred to the Provincial Governments.

20. Medical Attendance Rules: The Central Services (Medical Attendance) Rules, 1944, shall apply to all the members of the Joint Cadre.

21. Rule 18: is self explanatory.

22. Rule 19: is based on the Appeal Rules contained in the Civil Services (Classification, Control & Appeal) Rules.

23. .....

23. Rule 20: Closely follows the statutory provision in the matter of consultation with the Federal Public Service Commission on Service matters.

24. Rules 21 & 23: These have been based on similar provisions that existed for the I.C.S. and corresponding provisions for the I.A.S. These need no explanation.

25. Rule 22: is self explanatory.

26. Rule 24: is framed on the basis of Section 241(5) of the Government of India Act, 1935 as adapted.

Bedi (F)/- 10/XI/-.

Memorandum regarding the constitution of an Indian Administrative Service to provide officers for the Central Government and the Government of Assam, Bihar, Bombay, Central Provinces and Berar, East Punjab, Madras, Orissa, the United Provinces and the West Bengal.

- - - - - - - - -

The Central Government and the Governments of Assam, Bihar, Bombay, the Central Provinces & Berar, East Punjab, Madras, Orissa, the United Provinces and the West Bengal have agreed to constitute a Service called the Indian Administrative Service in accordance with the following provisions:-

1. (a) The strength, including both the number and character of posts, of the Indian Administrative Service shall be as specified in the Schedule.

(b) The Schedule may, if and when considered necessary, be amended by the Central Government in consultation with the appropriate Provincial Government.

2. (a) Recruitment to the Indian Administrative Service shall be

(i) by direct recruitment; or

(ii) by promotion of members of a Provincial Civil Service.

(b) Direct recruits for appointment to the Indian Administrative Service will be selected on the results of an examination held by, or under the authority of, the Federal Public Service Commission and appointed to the Service by the Central Government. The regulations setting out the conditions of eligibility, nature of tests, etc. will be framed by the Central Government in consultation with the participating Provincial Governments and the Federal Public Service Commission.

(c) A Provincial Government may declare that such number not exceeding twenty-five percent of the superior posts allocated to the Provincial Government in the Schedule to this Memorandum as may be specified by that Government shall be filled by that Government by promotion of members of the Provincial Civil Service.

(d) The rules regulating promotion of Provincial Civil Service Officers to the Indian Administrative Service shall be framed by the Provincial Government concerned in consultation with the Federal Public Service Commission and shall provide that no Provincial Civil Service officer shall be appointed to hold a superior post included in the Schedule for a period of more than one year unless the Federal Public Service Commission have certified that the officer is in every way fit to hold a superior post in the Indian Administrative Service.

3. (a) Posts included in the Schedule to this Memorandum shall be filled by members of the Indian Administrative Service unless -

(i) the vacancy is not likely to last for more than three months; or

(ii) in the opinion of the Government concerned there is no suitable Officer of the Indian Administrative....

Administrative Service available to hold the post.

(b) Every appointment of an officer who is not a member of the Indian Administrative Service, made to a post included in the Schedule to this Memorandum otherwise than in accordance with paragraph 2, for a period exceeding three months should be reported by the Provincial Government concerned to the Central Government with the reasons for making such appointment.

4. Candidates selected for appointment to the Indian Administrative Service will be allotted to the participating Provinces by the Central Government in consultation with the Provincial Government concerned and, as far as possible, in compliance with the latter's wishes. Candidates will as far as possible be allotted to their Province of origin and l or domicile.

5. (a) Candidates selected for appointment to the Indian Administrative Service will be appointed to the Service on probation and will be required to undergo probation for such periods and at such places as the Central Government may determine.

(b) The Central Government will frame, in consultation with the Provincial Governments, rules to regulate the conduct, discipline and training of probationers.

6. A probationer on successful completion of his probation will be confirmed in the Indian Administrative Service. An officer belonging to the Indian Administrative Service shall be liable to serve anywhere in India either under the Central Government or under a Provincial Government. He shall submit himself to the orders of the Government under which he is serving for the time being and of the officers and authorities under whom he may, from time to time, be placed by that Government; shall devote his whole time to his duties; shall at all times obey any rules prescribed by the Central Government and the Provincial Government under whom he is serving for the time being to govern officers of the Indian Administrative Service and shall perform such duties as may be assigned to him.

7. In order to ensure that the conditions of service appliable to officers of the Indian Administrative Service are as uniform as possible, rules regulating pay and other conditions of service will be framed by the Central Government to such extent as is considered necessary. Provincial Government will, however, be consulted before the rules are framed, and before they are amended in any manner. In respect of matters not covered by the said rules, an officer of the Indian Administrative Service will be governed by such rules as may be framed by the Government under which he is for the time being serving and, if no such rules are framed, by the rules applicable to the Central Service/Provincial Civil Service, Class I, as the case may be.

8. The Central Government may frame, in consultation with Provincial Governments, rules to regulate the conduct of members of the Indian Administrative Service.

9. (a) The following penalties may, for good and sufficient.....

sufficient reason and as hereinafter provided, be imposed upon members of the Indian Administrative Service, namely -

(i) Censure;

(ii) Withholding of increment of promotion including stoppage at an efficiency bar;

(iii) Reduction to a lower post or time-scale, or to a lower stage in a time-scale;

(iv) Recovery from pay of the whole or part of any pecuniary loss caused to Government by negligence or breach of orders;

(v) Removal from the Civil Service of the Crown, which does not disqualify from future employment.

(vi) Dismissal from the Civil Service of the Crown which disqualifies from future employment under the Central Government or Provincial Governments, unless the Government concerned directs to the contrary.

EXPLANATION. The discharge of a person appointed on probation, during or at the end of the period of probation, on grounds arising out of the specific conditions laid down by the appointing authority, e.g. want of a vacancy, failure to acquire prescribed special qualifications or to pass prescribed tests does not amount to removal or dismissal within the meaning of this rule. But the discharge of a probationer, whether during, or at the end of the period of probation, for some specific fault or on account of his unsuitability for the service, amounts to removal or dismissal within the meaning of this rule.

(b) An officer against whom a disciplinary enquiry is pending may be suspended by the Government under which he is serving. An Officer under suspension shall be paid by the Government suspending him a subsistence allowance equal to one-third of the average monthly pay earned by him during the preceding twelve months. In addition that Government may direct payment of any compensatory allowance of which the officer was in receipt on the date of suspension to such extent and subject to such conditions as it may direct.

10. (i) No member of the Indian Administrative Service shall be removed or dismissed except by an order of the Central Government.

(ii) Before passing such an order the Central Government shall consult the Provincial Government concerned and the Federal Public Service Commission, and if the Federal Public Service Commission and the Provincial Government are in agreement, shall accept their agreed opinion. Where the Federal Public Service Commission and the Provincial Government concerned disagree, the decision as to the order to be passed shall rest with the Central Government and shall be final.

11. .....

11. Subject to the provisions of Rule 12, the Government under which an officer of the Indian Administrative Service is serving may impose on him any of the penalties specified in clauses (i) to (iv) of paragraph 9(a).

Before imposing any punishment, however, the Government concerned shall consult the Federal Public Service Commission and shall not depart from the Commission's advice save only for exceptional reasons to be recorded in writing.

12. In order to provide for the case of a disciplinary order which, although not one of dismissal or removal, might have the effect of dismissal or removal by compelling an officer to resign, for example, an order requiring the recovery from an officer of a substantial pecuniary loss, a Provincial Government shall, before imposing contrary to the advice of the Federal Public Service Commission, any penalty other than censure, report the case and the penalty proposed to the Central Government. If the Central Government find that the proposed penalty is not such that it might reasonably be expected to compel the resignation of the officer concerned, they will return the case to the Provincial Government for passing final orders. If however the Central Government find to the contrary they will deal with the case as though it were one of dismissal or removal under rule 10.

13(i). No order imposing a penalty other than as order of censure or an order based on facts which have led to the officer's conviction in a criminal court or by a court material shall be passed against an officer of the Indian Administrative Service unless he is informed in writing of the grounds on which it is proposed to take action and has been afforded an adequate opportunity of defending himself. The grounds on which it is proposed to take action shall be reduced to the form of a definite charge or charges which shall be communicated to the officer charged together with a statement of the allegations on which each charge is based and of any other circumstances which it is proposed to take into consideration in passing orders on the case. He shall be required within a reasonable time to put in a written statement of his defence and to state whether he desires to be heard in person. If he so desires or if the authority concerned so directs an oral enquiry shall be held. At such enquiry evidence shall be heard as to such of the allegations as are not admitted and the officer charged shall be entitled to cross examine the witnesses, to give evidence in person and to have such witnesses called as he may wish, provided that the officer conducting the enquiry may for special and sufficient reasons to be recorded in writing refuse to call a witness. The proceedings shall contain a sufficient record of the evidence and a statement of the findings and grounds thereof.

(ii) The full procedure prescribed in sub-rule (i) above need not be followed in the case of a probationer discharged in the circumstances described in the Explanation under rule 9. In such cases it will be sufficient if the probationer is given an opportunity to show cause in writing against the discharge after being apprised of the grounds on which it is proposed to discharge him and his reply duly considered before orders are passed.

14. There shall be no appeal against any disciplinary order but the Government passing the order may revise, of its own motion or otherwise, any orders passed by it.

Schedule I
Part B.

Govt. of India
Ministry of Home Affairs
Reorganisation Delhi

Indian Administrative Service
(Extension to States) Scheme.

New Delhi, 9th August 1949.

(N.B. This schedule I, containing the above scheme has been put up for reference on 14.3.52 in connection with the disposal of D. No. of 1951-52 relating to the representation of Janab Md. Rahmathulla for inclusion of his name in list III under the Scheme).

14/3

SCHEDULE II

PART 'A'

SCHEDULE OF DUTY POSTS IN PROVINCES.

1. ASSAM.

Senior Duty Posts.

Chief Secretary	1
Development Commissioner	1
Secretaries to Government	3
Director of Rural Development	1
Director of Land Records	1
Deputy Commissioners	8
Superintendent, Lushai Hills	1
Political Officers for Tribal Areas	3
Adviser to Governor for Tribal Areas etc.	1
Total	20

Junior Duty Posts.

(Details to be specified by the Provincial Government).

BIHAR.

Senior Duty Posts.

Member, Board of Revenue	1
Secretary, Board of Revenue	1
Chief Secretary	1
Secretaries to Government	5
Deputy, Joint or Additional Secretaries to Government	4
Commissioners	3
Magistrates and Collectors	18
Registrar, Co-op. Societies	1
Commissioner of Excise and Salt	1
Settlement Officers	4
Inspector General of Prisons	1
Labour Commissioner	1
Total	30

Junior Duty Posts.

(Details to be specified by the Provincial Government).

3. BOMBAY.

Senior Duty Posts.

Chief Secretary to Government	1
Commissioners of Divisions	4
Commissioner of Excise	1
Secretaries to Government	8
Deputy Secretaries to Government	5
Private Secretary to the Governor	1
Collectors	25
Collector of Broach	1
Collector of Bombay and Bombay Suburban District	1
Registrar of Co-operative Societies and Director of Agricultural Marketing and Rural Finance	1
Commissioner of Labour	1
Municipal Commissioners for the Cities of Bombay, Poona and Ahmedabad	3
Settlement Commissioner and Director of Land Records	1
Provincial Transport Authority	1
Backward Class Officer	1
Unspecified posts	9
Total	64

Junior Duty Posts.

(Details to be specified by the Provincial Government).

4. CENTRAL PROVINCES AND BERAR

Senior Duty Posts.

Chief Secretary to Government	1
Member, Board of Revenue	1
Secretaries to Government	8
Deputy Secretary to Government	1
Settlement and Excise Commissioner	1
Director of Agriculture	1
Director Veterinary Services	1
Registrar of Co-op. Societies	1
Deputy Commissioners (including 3 for newly formed districts of integrated states)	22
Settlement Officer	1
Development Commissioner cum Secretary Development and Resettlement and Rural Development and Co-operation	1
Unspecified posts	2
Total	41

Junior Duty Posts.....

Junior Duty Posts.

(Details to be specified by the Provincial Government).

5. EAST PUNJAB.

Senior Duty Posts.	
Financial Commissioner	1
Chief Secretary to Government and Secretary Civil Supplies	1
Commissioners	2
Secretaries to Government	4
Registrar, Co-operative Societies	1
Deputy Registrar, Co-operative Societies	1
Deputy Commissioners	13
Secretary to the Financial Commissioner	1
Secretary to His Excellency the Governor	1
Secretary to the Hon'ble Premier	1
Total	26

Junior Duty Posts.

(Details to be specified by the Provincial Government).

6. MADRAS.

Senior Duty Posts.

Members, Board of Revenue	3
Secretary, Board of Revenue	1
Joint Secretary, Board of Revenue	1
Joint Secretary Board of Revenue for dealing with Commercial Taxes.	1
Chief Secretary to Government	1
Secretary to the Hon'ble Premier	1
Secretaries to Government	10
Deputy Secretaries to Government	6
Collectors	25
Collector, Madras	1
Sub-Collectors, Grade I	25
Inspector of Municipal Councils and local Boards.	1
Registrar of Co-operative Societies	1
Commissioner of Labour	1
Director of Industries and Commerce.	1
Director of Agriculture	1
Director of Fisheries	1
Officers of Transport Deptt.	3
Deputy Commissioner for Commercial Taxes	1
Miscellaneous unspecified posts	3
Total	88

Junior Duty Posts.

(Details to be specified by the Provincial Government).

7. ORISSA.

Senior Duty Posts.

Chief Secretary to Government	1
Member, Board of Revenue	1
Commissioner of Divisions	2
Secretary to the Member, Board of Revenue	1
Secretary to Government	10
Deputy Secretary to Government	8
Governor's Secretary	1
Secretary to the Hon'ble the Premier	1
Magistrate and Collectors	12
Additional District Magistrates	12
Director of Land Records	1
Settlement Officers	2

5.....

Senior Duty Posts.(Contd.)

Registrar of Co-operative Societies	1
Commissioner of Excise and Inspector General of Registration	1
Economic Development and Commercial Taxation Officer	1
Deputy Controller, Supply and Transport Department.	1
Total	56

Junior Duty Posts.

(Details to be specified by the Provincial Government).

8. UNITED PROVINCES.

Senior Duty Posts.

Member, Board of Revenue	2
Secretary, Board of Revenue	1
Chief Secretary	1
Commissioners	9
Secretaries to Government	10
Deputy Secretaries to Government	5
Governor's Secretary	1
Registrar, Co-op. Societies	1
Labour Commissioner	1
Commissioner of Excise	1
Director of Industries	1
Settlement Officers	4
District Officers	49
Additional District Magistrates	15
Deputy Registrar Co-operative Societies	1
Total	102

Junior Duty Posts.

(Details to be specified by the Provincial Government).

Junior Duty Posts (Contd.)

(Details to be specified by the Provincial Government).

9. WEST BENGAL.

Senior Duty Posts.

Chief Secretary	1
Member, Board of Revenue	1
Commissioners of Divisions	2
Chairman, Calcutta Improvement Trust	1
Secretaries to Government	6
Joint and Deputy Secretaries	11
Secretary, Board of Revenue.	1
Labour Commissioner	1
Registrar, Co-operative Societies	1
Director of Land Records and Surveys	1
Settlement Officers	2
Secretary to the Hon'ble Premier	1
Secretary to Governor	1
Land Acquisition Collector, Calcutta	1
District Magistrates	13
Additional District Magistrates	8
Development Commissioner	1
Deputy Secretary, Development Deptt.	1
Total	54

Junior Duty Posts.

(Details to be specified by the Provincial Government).

SCHEDULE OF DUTY POSTS IN STATES.

(The entries in this part of the schedule to be checked by the respective State/Union Governments).

(1) Rajasthan & Madhyabharat Jt.Cadre.

Total No. of posts	50	plus	25	75

(Details to be specified by respective Unions of States).

(2) HYDERABAD.

Senior Duty Posts.

Senior Member, Board of Revenue	1
Other Members, Board of Revenue	2
Chief Secretary to Government	1
Secretaries to Government	10
Commissioner of Customs/Sales Tax	1
Commissioner of Excise	1
Commissioner, Settlement & Land Records	1
Deputy Secretaries	11
District Officers	16
Executive Officer, Hyderabad Municipal Corporation	1
Deputy Commissioners, Settlement & Land Records.	2
Deputy Commissioners, Customs/Sales Tax	4
Deputy Commissioners, Excise	3
Registrar, Co-operative Deptt.	1
Joint Registrar, Co-operative Deptt.	1
Deputy Registrar, Co-operative Deptt.	1
Director, Commerce & Industry Deptt.	1
Deputy Director, Commerce & Industry Deptt.	1
Labour Commissioner	1
Total	60

Junior Duty Posts.

(Details to be specified by the State Government).

(3) MYSORE.

Senior Duty Posts

District Officers	10
Secretaries to Government	7
Heads of Departments	10
Total	27

(4) TRAVANCORE & COCHIN.

Senior Duty Posts.

Member, Board of Revenue	2
Chief Secretary	1
Heads of Districts	4
Secretariat Posts	9
Total	16

Junior Duty Posts.

(Details to be specified by the State Government).

(5) SAURASHTRA.

(To form a Joint Cadre with Bombay).

Senior Duty Posts.

Heads of Districts	5
Secretaries to Government (including Chief Secretary)	6
Unspecified Posts (To be specified by the State Government).	8
Total	19

Junior Duty Posts. *

* Details to be specified by the State Government.	8 (including Dy.Secys. to Government).
Total	8

(6) VINDHYAPRADESH

(To form a Joint Cadre with C.P).

Senior Duty Posts.

District Magistrates	5
Secretaries to Government	4
Commissioner	1
Unspecified Posts	2
Total	12

Junior Duty Posts.

(Details to be specified by the State Government).

(7) PEPSU

(To form a joint cadre with East Punjab).

District Officers	7
Chief Secretary	1
Financial Secretary	1
Financial Commissioner	1
Commissioner	1
Secretaries to Government	2
Deputy Secretaries	3
Registrar, Co-operative Societies	1
Total	15

Junior Duty Posts.

(Details to be Specified by the State Government).

SCHEDULE II,
PART 'B'

SCHEDULE OF DEPUTATION QUOTAS

NAME OF PROVINCE	CENTRAL DEPUTATION QUOTA	GENERAL DEPUTATION QUOTA
Assam	6	3
Bihar	17	9
Bombay	13	9
C.P. & Berar	10	6
East Punjab	7	4
Madras	18	12
Orissa	11	8
U.P.	30	15
West Bengal	13	8
Rajasthan	-	6
Madhya Bharat	-	3
Hyderabad	-	7
Mysore	-	3
Travancore and Cochin	-	2
Saurashtra	-	2
Vindhya Pradesh	-	1
Pepsu	-	2

SCHEDULE II.

PART 'C'

SCHEDULE OF AUTHORISED STRENGTH

(1) ASSAM

Senior Duty Posts under Provincial Government	20
Central Deputation Quota	6
Total Senior Duty Posts	26
Posts to be filled :-	
(i) by promotion of Provincial Civil Service Officers;	7
(ii) by direct recruitment	19
General Deputation Quota	3
Leave Reserve	2
Junior Duty Posts	4
Training Reserve	2
Total Direct Recruitment Posts	30
Promotion Posts	7
Total Authorised Strength	37
Standard Annual Recruitment Rate	1.03

(2) BIHAR

Senior Duty Posts under Provincial Government	50
Central Deputation Quota	17
Total Senior Duty Posts	67
Posts to be filled :-	
(i) by promotion of Provincial Civil Service Officers;	17
(ii) by direct recruitment	50
General Deputation Quota	8
Leave Reserve	6
Junior Duty Posts	10
Training Reserve	5
Total Direct Recruitment Posts	79
Promotion Posts	17
Total Authorised Strength	96
Standard Annual Recruitment Rate	2.71

BOMBAY/-.....

(3) BOMBAY

Senior Duty Posts under Provincial Government	64
Central Deputation Quota	13
Total Senior Duty Posts	77
Posts to be filled :-	
(i) by promotion of Provincial Civil Service Officers;	19
(ii) by direct recruitment	58
General Deputation Quota	9
Leave Reserve	6
Junior Duty Posts	12
Training Reserve	6
Total Direct Recruitment Posts	91
Promotion Posts	19
Total Authorised Strength	110
Standard Annual Recruitment Rate	3.14

(4) CENTRAL PROVINCES AND BERAR

Senior Duty Posts under Provincial Government	41
Central Deputation Quota	10
Total Senior Duty Posts	51
Posts to be filled :-	
(i) by promotion of Provincial Civil Service Officers;	13
(ii) by direct recruitment	38
General Deputation Quota	6
Leave Reserve	4
Junior Duty Posts	8
Training Reserve	4
Total Direct Recruitment Posts	60
Promotion Posts	13
Total Authorised Strength	73
Standard Annual Recruitment Rate	1.96

EAST PUNJAB/-....

(5) EAST PUNJAB.

Senior Duty Posts under Provincial Government	26
Central Deputation Quota	7
Total Senior Duty Posts	33
Posts to be filled :-	
(i) by promotion of Provincial Civil Service Officers;	8
(ii) by direct recruitment	25
General Deputation Quota	4
Leave Reserve	3
Junior Duty Posts	5
Training Reserve	3
Total Direct Recruitment Posts	40
Promotion Posts	8
Total Authorised Strength	48
Standard Annual Recruitment Rate	1.36

(6) MADRAS

Senior Duty Posts under Provincial Government	88
Central Deputation Quota	18
Total Senior Duty Posts	106
Posts to be filled :-	
(i) by promotion of Provincial Civil Service Officers;	27
(ii) by direct recruitment	79
General Deputation Quota	12
Leave Reserve	9
Junior Duty Posts	16
Training Reserve	8
Total Direct Recruitment Posts	124
Promotion Posts	27
Total Authorised Strength	151
Standard Annual Recruitment Rate	4.28

ORISSA/-.....

(7) ORISSA

Senior Duty Posts under Provincial Government	56
Central Deputation Quota	11
Total Senior Duty Posts	67
Posts to be filled :-	
(i) by promotion of Provincial Civil Service Officers;	17
(ii) by direct recruitment	50
General Deputation Quota	8
Leave Reserve	6
Junior Duty Posts	10
Training Reserve	5
Total Direct Recruitment Posts	79
Promotion Posts	17
Total Authorised Strength	96
Standard Annual Recruitment Rate	2.71

(8) UNITED PROVINCES

Senior Duty Posts under Provincial Government	102
Central Deputation Quota	30
Total Senior Duty Posts	132
Posts to be filled:-	
(i) by promotion of Provincial Civil Service Officers;	33
(ii) by direct recruitment	99
General Deputation Quota	15
Leave Reserve	11
Junior Duty Posts	21
Training Reserve	11
Total Direct Recruitment Posts	157
Promotion Posts	33
Total Authorised Strength	190
Standard Annual Recruitment Rate	5.42

WEST BENGAL/-.....

(9) WEST BENGAL

Senior Duty Posts under Provincial Government	54
Central Deputation Quota	13
Total Senior Duty Posts	67
Posts to be filled :-	
(i) by promotion of Provincial Civil Service Officers;	17
(ii) by direct recruitment	50
General Deputation Quota	8
Leave Reserve	6
Junior Duty Posts	10
Training Reserve	5
Total Direct Recruitment Posts	79
Promotion Posts	17
Total Authorised Strength	96
Standard Annual Recruitment Rate	2.71.

(1) RAJASTHAN & MADHYABHARAT JOINT CADRE

	RAJASTHAN	MADHYABHARAT.	Total
Senior Duty Posts under State Government	50	25	75
Posts to be filled :-			
(i) by promotion of State Civil Service Officers	13	6	19
(ii) by direct recruitment	37	19	56
General Deputation Quota	6	3	9
Leave Reserve	4	2	6
Junior Duty Posts	8	4	12
Training Reserve	3	2	5
Total Direct Recruitment Posts	58	30	88
Promotion Posts	13	6	19
Total Authorised Strength	71	36	107
Standard Annual Recruitment Rate	2.01	1.03	3.04

(2) HYDERABAD

Senior Duty Posts under States Government	60
Posts to be filled :-	
(i) by promotion of States Civil Service Officers;	15
(ii) by direct recruitment	45
General Deputation Quota	7
Leave Reserve	5
Junior Duty Posts	9
Training Reserve	5
Total Direct Recruitment Posts	71
Promotion Posts	15
Total Authorised Strength	86
Standard Annual Recruitment Rate	2.44

MYSORE/-.....

(3) MYSORE

Senior Duty Posts under State Government	27
Posts to be filled :-	
(i) by promotion of State Civil Service Officers;	7
(ii) by direct recruitment	20
General Deputation Quota	3
Leave Reserve	2
Junior Duty Posts	4
Training Reserve	2
Total Direct Recruitment Posts	31
Promotion Posts	7
Total Authorised Strength	38
Standard Annual Recruitment Rate	1.08

(4) TRAVANCORE & COCHIN

Senior Duty Posts under States Government	16
Posts to be filled :-	
(i) by promotion of State Civil Service Officers;	4
(ii) by direct recruitment	12
General Deputation Quota	2
Leave Reserve	1
Junior Duty Posts	3
Training Reserve	1
Total Direct Recruitment Posts	19
Promotion Posts	4
Total Authorised Strength	23
Standard Annual Recruitment Rate	0.65

(5) SAURASHTRA

(To form Joint Cadre with Bombay).

Senior Duty Posts under State Government	19
Posts to be filled :-	
(i) by promotion of State Civil Service Officers	5
(ii) by direct recruitment	14
General Deputation Quota	2
Leave Reserve	2
Junior Duty Posts	3
Training Reserve	1
Total Direct Recruitment Posts	22
Promotion Posts	5
Total Authorised Strength	27
Standard Annual Recruitment Rate	0.76

(6) VINDHYA PRADESH

(To form Joint Cadre with C.P).

Senior Duty Posts under State Government	12
Posts to be filled :-	
(i) by promotion of State Civil Service Officers	3
(ii) by direct recruitment	9
General Deputation Quota	1
Leave Reserve	1
Junior Duty Posts	2
Training Reserve	1
Total Direct Recruitment Posts	14
Promotion Posts	3
Total Authorised Strength	17
Standard Annual Recruitment Rate	0.49

(7) PEPSU

(To form a Joint Cadre with East Punjab)

Senior Duty Posts under State Government	15
Posts to be filled :-	
(i) by promotion of State Civil Service Officers	4
(ii) by direct recruitment	11
General Deputation Quota	2
Leave Reserve	1
Junior Duty Posts	2
Training Reserve	1
Total Direct Recruitment Posts	17
Promotion Posts	4
Total Authorised Strength	21
Standard Annual Recruitment Rate	).60.

Immediate / Secret.

GOVERNMENT OF INDIA,
MINISTRY OF HOME AFFAIRS.

EXPRESS LETTER.

From

Homex, New Delhi,

To

All Provincial Governments.

No. 40/49-AIS. NEW DELHI-3, the 12th November, 1949.

Subject:- Indian Civil and Administrative Services(Joint Cadre)Rules, 1950.

The Constituent Assembly of India has adopted the following articles relating to the all-India Services for the new Constitution :

"282 C(1) - Notwithstanding anything in Part IX of this Constitution, if the Council of States has declared by resolution supported by not less than two-thirds of the members present and voting that it is necessary or expedient in the national interest so to do, Parliament may by law provide for the creation of one or more all-India Services common to the Union and the States, and subject to the other provisions of this Chapter, regulate the recruitment and the conditions of service of persons appointed to any such service".

"(2) - The services known on the date of commencement of this Constitution as the Indian Administrative Service and the Indian Police Service shall be deemed to be services created by Parliament under this article".

"283 - Until other provision is made in this behalf under this Constitution, all the laws in force immediately before the commencement of this Constitution and applicable to any public service or any post which continues to exist after the commencement of this Constitution as an All India Service or as service or post under the Union or a State shall continue in force so far as consistent with the provisions of this Constitution".

2. The Indian Administrative Service has been constituted by mutual agreement entered into by the Centre and the Provincial Governments as a result of the Premiers' Conference held in October 1946. The conditions of service of the Indian Administrative Service are regulated by the agreement referred to and have not yet been placed on a statutory basis. An emergency recruitment for effecting the initial constitution of this service is now nearing completion. It is necessary that the present position regarding the constitution and maintenance of this service and the conditions of service of its members should be clarified in precise terms and put on a formal basis, before the commencement of the Constitution.

3/.....

3. The need for a joint cadre has been explained in paragraph 3 of the Explanatory Memorandum. The fact that members of the Indian Civil Service and of the Indian Administrative Service are called upon to perform identical functions renders it necessary that as far as possible uniform standards of work and conduct should be developed for both these services. It is of course appreciated that certain terms have been guaranteed to the Indian Civil Service and that therefore in respect of these terms their conditions of service would differ from those for members of the Indian Administrative Service. Subject to such of these differences as exist, it is not only desirable but in fact necessary that the management of the two cadres should be coordinated in order to ensure that together they discharge the duties of the posts which have been enumerated jointly as posts borne on the Indian Administrative Service cadre.

4. A draft of the proposed Indian Civil and Administrative Services (Joint Cadre) Rules, 1950, and an Explanatory Memorandum thereof are forwarded herewith. It has not been possible to complete the III Schedule referred to in the rules. This Schedule, it is proposed, will contain codified statements showing separately conditions of service applicable to the Indian Civil Service and the Indian Administrative Service. Certain conditions of service applicable to the Indian Administrative Service as indicated in paragraphs 16, 17, 18 and 19 of the Explanatory Memorandum are, however, still under consideration and it is not until these are finalized that it would be possible to include them in Schedule III of these rules. In the meantime, however, it is necessary that these joint cadre rules should be promulgated under the Government of India Act before the new constitution comes into force (that is, before the 26th of January 1950) so that under Article 283 of the Constitution referred to in paragraph 1 above the rules might continue to exist on a statutory basis even after the introduction of the Constitution.

5. Attention is drawn to paragraph 9 of the Explanatory Memorandum explaining Rule 4 of the Joint Cadre Rules. No special provision has been made in the rules about the rate of recruitment, but for the reasons stated in the Explanatory Memorandum it will

be/ .....

be necessary for some years to come to deviate from the prescribed method of fixation of the numbers to be recruited annually. The normal position is that based on the actuarial calculations. Existing conditions require that it should be determined with reference to the actual casualties of the preceding few years and the anticipated casualties of succeeding years.

6. Government of India would be grateful if the Provincial Government would scrutinise the draft and forward their comments and suggestions for consideration. It is appreciated that the matter is important and would require careful consideration by the Provincial Government. In view, however, of the need to finalise the rules and notify them before the introduction of the new constitution as referred to in paragraph 3 above, it is necessary that all replies from the Provincial Governments should reach Government of India before the 10th December 1949.

(R. A. Gopalaswami)
OFFICER ON SPECIAL DUTY.

....

(Dhawan).

INDIAN CIVIL AND ADMINISTRATIVE SERVICE (JOINT CADRE) RULES, 1950.

1. Short title: These Rules may be called the Indian Civil and Administrative Services (Joint Cadre) Rules, 1950.

2. Definitions: In these Rules unless the context or the subject otherwise requires

(a) 'Duty Post' means a post included in Schedule II, Part A.

(b) 'Indian Administrative Service' means the Indian Administrative Service constituted with effect from 21st October 1946 on the basis of the agreements reached between the Government of India and the Governments of the Provinces and extended to the States in accordance with the agreement with the Governments of the States with effect from 25th July 1949 in accordance with the terms and conditions embodied in the Memoranda in Schedule I to these Rules.

(c) 'The Joint Cadre', in relation to any Province or State, means the Joint Cadre of that Province or State constituted under rule 3 and 'a Joint Cadre Officer' means an officer belonging to the Joint Cadre.

(d) 'Prescribed' means prescribed by Regulations.

(e) 'Schedule' means a Schedule appended to these Rules.

(f) 'The State Government' means, in relation to a Joint Cadre, the Government of the Province or State for which that Joint Cadre is constituted under rule 3 and 'the State Gazette' means the official Gazette of that Government.

3. The Joint Cadre: (1) In every Province and in every State there shall be a Joint Cadre of the Civil and Administrative Services constituted as hereinafter provided.

(2) All officers borne on the Cadres of a Province on the date on which these Rules come into force being officers

(i) who were members of the Indian Civil Service other than those permanently allotted to the Judiciary;

or (ii) who were substantively appointed before the 15th August 1947 to a listed executive post;

or (iii) who are members of the Indian Administrative Service

shall constitute the Joint Cadre of that Province.

(3) All officers of the Indian Administrative Service allotted to a State before the date on which these Rules come into force shall constitute the Joint Cadre of that State.

(4)/ .....

(4) The names of all members of a Joint Cadre of a Province or State constituted under sub-rule (2) or sub-rule(3) shall be notified in the Gazette of India and in the State Gazette.

(5) Every member of the Indian Administrative Service shall be a member of the Joint Cadre of the Province or State to which he is allotted.

(6) All appointments, postings, transfers, deputations, leave, retirement or removal of members of the Joint Cadre shall be notified in the Gazette of India and in the State Gazette.

(7) The Duty Posts of the Joint Cadre shall be as specified in Schedule II, Part A, with reference to each Province or State.

(8) The Deputation Quota of the Joint Cadre shall be as specified in Schedule II, Part B, with reference to each Province or State.

(9) The authorised strength of the Joint Cadre shall be as specified in Schedule II, Part C, with reference to each Province or State.

4. Recruitment to the Indian Administrative Service.- (1) Save as provided by rule 5, all first appointments to the Indian Administrative Service shall be made by the Government of India.

(2) Every person so appointed shall be allotted to such Province or State as the Government of India may direct.

(3) Every person appointed to the Indian Administrative Service shall be appointed on probation for such period as may be prescribed and shall be required to undergo training and to pass tests and to comply with such other conditions as may be prescribed; and if he fails to satisfy the said conditions he will cease to be in service on the expiration of the period or probation.

5. Promotion to the Indian Administrative Service.- Subject to the provisions of sub-paragraphs (c) and (d) of paragraph 2 of the Memoranda in Schedule I, Part A and paragraph 6 of the Scheme in Schedule I Part B, the State Government may promote to the Indian Administrative Service any person in the service of that State.

6. Reservation of Duty Posts.- (1) Except with the sanction of the Central Government no Duty Post shall be filled otherwise than by a Joint Cadre officer unless in the opinion of the State Government.

(i) the vacancy is unlikely to last for more than three months, and

(ii)/ .....

(ii) there is no suitable Joint Cadre officer available for filling the vacancy.

(2) If a person other than a Joint Cadre officer is appointed to a Duty Post for a period exceeding three months the State Government shall report the fact to the Government of India together with the reasons for making such appointment.

7. Tenure of Office.- (1) A Joint Cadre officer holds office during the pleasure of the Government of India and shall not be liable to be dismissed from service by any authority other than the Government of India.

(2) A Joint Cadre officer may resign his office and will cease to hold office when the resignation is accepted by the Government of India.

8. Employment:- A Joint Cadre officer shall ordinarily be expected to discharge the duties of a "Duty Post" and he shall be liable to serve anywhere in India either under the Central Government or under a State Government.

9. Scales of Pay.- The scales of pay admissible to the Joint Cadre officers shall be as specified in Part A of Schedule III to these Rules.

10. Determination of Seniority.- The seniority of the members of the Joint Cadre as originally constituted shall be determined in accordance with the provisions of Part B of Schedule III.

11. Leave.- Leave and leave salary admissible to a Joint Cadre officer shall be regulated by the provisions of Part C of Schedule III.

12. Retirement Benefits: The retirement benefits admissible to the Joint Cadre officers shall be regulated by the provisions of Part D of Schedule III.

13. Disciplinary proceedings.- Any disciplinary proceedings against a Joint Cadre officer shall be regulated by the principles and procedure set out in Part E of Schedule III.

14. Conduct Rules: All the Joint Cadre officers shall be governed by the All - India Services (Conduct) Rules annexed as Part F of Schedule III.

15/ .....

15. Allowances.- A Joint Cadre officer shall be entitled to such allowances, fees or honoraria as may be permissible under the Regulations made by the State Government or by a Government under whom he is for the time being serving.

16. Medical Attendance.- A Joint Cadre officer shall be entitled to such benefits in respect of medical attendance as may be prescribed

17. Residential Accommodation.- A Joint Cadre officer shall be entitled to the allotment of residential accommodation in accordance with the rules in force for this purpose from time to time.

18. Suspension.- Automatic: A Joint Cadre officer committed to prison either for debt or on a criminal charge, shall be considered as under suspension from the date of his arrest, and not allowed to draw any pay until the termination of the proceedings against him.

(2) By express order. A Joint Cadre officer may be placed under suspension by an express order by the Government under whom he is for the time being serving pending enquiry into his conduct.

(3) Subsistence grant during suspension. A Joint Cadre officer under suspension shall be entitled to a subsistence allowance at the rates admissible in accordance with the rules in force for this purpose from time to time.

(4) Final orders.- When the suspension of an officer is held to have been unjustifiable, or not wholly justifiable; or when an officer who has been suspended is reinstated the revising or appellate authority may pass final orders granting him for the period of his absence from duty such pay and allowances as is permissible under the rules.

19. Appeals: A Joint Cadre officer shall be entitled to appeal against any order which

(a) punishes or formally censures him,

or (b) alters or interprets to his disadvantage any rule by which his conditions of service are regulated.

Such an appeal shall lie to the Government of India.

20. Consultation with the Federal Public Service Commission.- Save as may be provided by Regulations made by the Government of India the Federal Public Service Commission shall be consulted -

(a)/ ....

(a) on all matters relating to methods of recruitment to the I.A.S. including the standards of qualification and tests of suitability to be prescribed,

(b) on the suitability of candidates for appointment to the I.A.S. under rule 4,

(c) on the principles to be followed in making promotions and transfers of Joint Cadre officers,

(d) on all matters affecting a Joint Cadre officer including memorials or petitions relating to such matters,

(e) on any claim by or in respect of a Joint Cadre officer that any costs incurred by him in defencing legal proceedings instituted against him in respect of acts done or purported to be done in the execution of his duty should be paid by the Government under which he is serving.

21. Power of the Government of India to make Regulations.- The Government of India may make regulations amending the conditions of service, pay, allowances, etc. applicable to officers of the Joint Cadre and may also amend the Schedules appended to these Rules in connection with the State Governments concerned.

22. Except where provision has been made to the contrary in Schedule III to these Rules all Rules and orders applicable to members of the I.C.S. on the date of promulgation of these Rules shall apply to all other members of the Joint Cadre.

23. Should any question arise as to the interpretation or application of these Rules the decision of the Government of India shall be final.

24. Saving.- Nothing in these Rules shall be construed to limit or abridge the powers of the Government of India to deal with the case of a Joint Cadre officer in such manner as may appear to be just and equitable.

Provided that where any such rule is applicable the case shall not be dealt with in any manner less favourable to him than that provided by that rule.

(Dhawan)/-10.XI.1949.

MEMORANDUM EXPLANATORY OF THE INDIAN CIVIL AND ADMINISTRATIVE SERVICES (JOINT CADRE) RULES, 1950.

Introductory: In accordance with the agreement reached between the Government of India and the Provincial Governments (copy of the agreement annexed as Part A of Schedule 1 to these Rules), recruitment to the Indian Civil Service was stopped and a new all-India Service known as the Indian Administrative Service was created in order to perform all the functions (other than judicial functions) performed by the Indian Civil Service. A proposal to extend the scheme of the Indian Administrative Service, on the basis of the discussions held with the States Government representatives in July last, to all the States is now under active consideration. A draft scheme that has been circulated to the State Governments in this connection is annexed (as Part B to Schedule 1 to these Rules).

2. Members of the Indian Civil Service who have been continued in service on and after the 15th August 1947 have been given assurances by the Government of India and/or Provincial Governments regarding maintenance of certain conditions of service applicable to them prior to the 15th August 1947. These guarantees have since been incorporated in the following article adopted by the Constituent Assembly of India:

> "Except as otherwise expressly provided by this Constitution, every person who having been appointed by the Secretary of State or Secretary of State in Council, to a civil service of the Crown in India continues on and after the commencement of this Constitution.....

> Constitution to serve under the Government of India or of a State, shall be entitled to receive from the Government of India and the Government of the State, which he is from time to time serving, the same conditions of service as respects remuneration, leave and pension and the same rights as respects disciplinary matters or rights as similar thereto as changed circumstances may permit as that person was entitled to immediately before such commencement."

3. There are at present in each Province two distinct Services, namely, Indian Civil Service (including holders of listed posts) and Indian Administrative Service. Though the Services are separate the posts the duties of which the members of these two Services are expected to perform are identical. They are the posts now borne on the Indian Administrative Service cadres of the Provinces. The actual total strength of the two Services in a Province has, therefore, to be regulated by the authorised strength of the Indian Administrative Service cadre. Besides, the identity of functions of the members of the two Services renders it desirable that uniform standards of work and conduct should be maintained, as far as possible and transfers and postings so devised as to facilitate inter-changeability of personnel and promote mutual co-operation and esprit de corps. It is to secure these objects and the Indian Civil and Administrative Service (Joint Cadre) Rules are intended.

4. Rule 2: This rule contains certain definitions used in the body of the Rules and does not require any explanation.

5. Rule 3: Sub-rules (1) to (6) of this Rule are self-explanatory.

6. Sub-rule (7): "Duty Posts" will be of two categories namely the Senior Duty Posts and the

Junior.....

Junior Duty Posts corresponding to the Superior Posts and the Inferior Posts of the old Indian Civil Service. The Joint Cadre is organised and maintained primarily for the purpose of manning certain specified posts called the Senior Duty Posts. To provide necessary experience for holding the senior posts, however, it is necessary that direct recruits to the Joint Cadre should after the required period of probation hold less important posts until they are fit to take up higher responsibility. Such posts are called Junior Duty Posts.

7. Rule 3(8): "Deputation Quota" represents the number of members of the Joint Cadre who are ordinarily expected at any one time to hold posts other than Senior Duty Posts. This number may be divided into two parts; (i) the "Central Deputation Quota" and (ii) the "General Deputation Quota". The Central Deputation Quota" represents the number, if any, which the Provincial or State Government concerned has specifically undertaken to provide for manning posts under the Central Government. The "General Deputation Quota" represents the balance of the deputation quota and is available to the Province or State for manning the [redacted]-cadre posts in that Province or State. The Deputation Quota of each Province or State will be as specified in the statement entitled Schedule of Deputation Quotas contained in Part B of Schedule II to these Rules.

8. Rule 3(9): The general basis on which the authorised strength is proposed to be ficed under the Rules is as follows:-

(i).....

(i) The total number of Junior Duty Posts is fixed, as nearly as may be, at three-twentieths of the number of Senior Duty Posts.

(ii) The General Deputation Quota, it is ensured, does not fall short of one-ninth of the total number of Senior Duty Posts, and

(iii) The authorised strength is so fixed as to provide officers required (a) for manning all duty posts and (b) for deputation to ex-cadre posts and to the Central Government. In addition, a Leave and Training Reserve which is equal as nearly as may be to one-sixth of the total number of Senior Duty Posts is also provided.

9. Rule 4: This Rule provides for direct recruitment to the Indian Administrative Service. The rate of recruitment to the Service will be so regulated as to maintain the actual strength of each Joint Cadre as nearly as possible at the authorised strength thereof. To attain this objective it will be necessary for some years to deviate from the prescribed annual rate of recruitment based on actuarial calculations. The reason for this is that with the retirement and transfer of officers consequent on the transfer of power and appointment to the Service of persons drawn from various age groups the cadres have lost that balance in respect of age and seniority groups which the regular flow of normal recruitment ordinarily ensures. Retirements and loss of personnel from the Service, are, therefore, not

likely to be evenly spread until the balance is restored. It is, therefore, proposed that the number to be recruited every year should be determined on the basis of actual loss of strength during the three previous years arising out of such reasons as retirements, removals, resignations or deaths and the anticipated loss of strength likely to arise similarly during the two succeeding years. The Government of India will every year fix the number to be recruited in consultation with the Provincial/State Governments concerned. As at present, the Government of India will take action to determine the number to be recruited every year through Competitive Examinations to the Indian Administrative Service and posted to the different cadres. In making such appointments and postings the Government of India will follow the procedure specified in paras. 2(b) and 4 of the Memorandum annexed as Part A of Schedule 1 to these Rules in respect of the Provinces and on the same basis in respect of the States also.

10. Rule 5: This Rule is intended to provide for promotion of Provincial or State Civil Service officers to the 25% of vacancies in the Indian Administrative Service cadre reserved for such promotion. The rules for such promotion should be framed by the Provincial/State Governments concerned in consultation with the Federal Public Service Commission, and only those officers who have been certified by the Federal Public Service Commission as fit in all respects to hold Indian Administrative Service posts can be appointed against the promotion quota. No Provincial or

State....

State officers can be appointed to the posts borne on the Indian Administrative Service cadre in excess of the 25% posts reserved for them without the prior concurrence of the Government of India.

11. Rule 6: This is based on the Indian Civil Service (Reservation of Posts) Rules and is also intended to ensure full and efficient use of the Indian Administrative Service officers in the posts against which they have been recruited.

12. Rule 7: In this Rule neither the number of years of service an Indian Civil Service/Indian Administrative Service officer is required to put in before he becomes entitled to the full annuity, nor the age of retirement is actually mentioned. Inclusion of such a provision in this regard is considered unnecessary in the rule as it is proposed to codify all important conditions of service in Schedule III of the Rules.

13. Rule 8: This is self-explanatory.

14. Rules 9 to 14: As explained in the forwarding letter, Schedule III is under preparation and will be completed as a codified compilation of the important conditions of service of the officers of the Joint Cadre.

15. Pay: The Government of India called for recommendations of the Provincial Governments in respect of "Special Pay" and "Pay of posts above the time-scale" admissible to officers of the Indian Administrative Service cadre, vide Ministry of Home Affairs Express Letter No. 60/4/47-GS., dated the 8th May 1948. Replies from some of the Provincial Governments are still outstanding. On receipt of their replies, this will be completed.

16/.....

16. Determination of Seniority: The matter is under consideration in consultation with the Provincial Governments vide Ministry of Home Affairs letter No. 20/12/49-R, dated the 18th July 1949. Necessary provision in this regard will be included in Schedule III.

17. Leave: At present the revised leave rules 1933 as applicable to Central Service Class I also apply to officers of the Indian Administrative Service. This set of leave rules have recently been liberalised on the basis of the Central Pay Commission's recommendations. It is proposed that the Leave Rules as liberalised should be extended to the Joint Cadre officers also.

18. Retirement Benefits: These are still under consideration of the Government of India. It is hoped to finalise them shortly in consultation with the Provincial Governments.

19. Conduct Rules: It is proposed that a set of rules to be called the "All India Services (Conduct) Rules" on the basis of the Secretary of State's Services (Conduct) Rules, 1942, should be framed for officers of the Joint Cadre. The draft rules will be shortly referred to the Provincial Governments.

20. Medical Attendance Rules: The Central Services (Medical Attendance) Rules, 1944, shall apply to all the members of the Joint Cadre.

21. Rule 18: is self explanatory.

22. Rule 19: is based on the Appeal Rules contained in the Civil Services (Classification, Control & Appeal) Rules.

23. .....

23. Rule 20: Closely follows the statutory provision in the matter of consultation with the Federal Public Service Commission on Service matters

24. Rules 21 & 23: These have been based on similar provisions that existed for the I.C.S. and corresponding provisions for the I.A.S. These need no explanation.

25. Rule 22: is self explanatory.

26. Rule 24: is framed on the basis of Section 241(5) of the Government of India Act, 1935 as adapted.

Bedi (F)/- 10/XI/-.

SCHEDULE I

PART A.

Memorandum regarding the constitution of an Indian Administrative Service to provide officers for the Central Government and the Government of Assam, Bihar, Bombay, Central Provinces and Berar, East Punjab, Madras, Orissa, the United Provinces and the West Bengal.

- - - - - - - - -

The Central Government and the Governments of Assam, Bihar, Bombay, the Central Provinces & Berar, East Punjab, Madras, Orissa, the United Provinces and the West Bengal have agreed to constitute a Service called the Indian Administrative Service in accordance with the following provisions:-

1. (a) The strength, including both the number and character of posts, of the Indian Administrative Service shall be as specified in the Schedule.

(b) The Schedule may, if and when considered necessary, be amended by the Central Government in consultation with the appropriate Provincial Government.

2. (a) Recruitment to the Indian Administrative Service shall be

(i) by direct recruitment; or

(ii) by promotion of members of a Provincial Civil Service.

(b) Direct recruits for appointment to the Indian Administrative Service will be selected on the results of an examination held by, or under the authority of, the Federal Public Service Commission and appointed to the Service by the Central Government. The regulations setting out the conditions of eligibility, nature of tests, etc. will be framed by the Central Government in consultation with the participating Provincial Governments and the Federal Public Service Commission.

(c) A Provincial Government may declare that such number not exceeding twenty-five percent of the superior posts allocated to the Provincial Government in the Schedule to this Memorandum as may be specified by that Government shall be filled by that Government by promotion of members of the Provincial Civil Service.

(d) The rules regulating promotion of Provincial Civil Service Officers to the Indian Administrative Service shall be framed by the Provincial Government concerned in consultation with the Federal Public Service Commission and shall provide that no Provincial Civil Service officer shall be appointed to hold a superior post included in the Schedule for a period of more than one year unless the Federal Public Service Commission have certified that the officer is in every way fit to hold a superior post in the Indian Administrative Service.

3. (a) Posts included in the Schedule to this Memorandum shall be filled by members of the Indian Administrative Service unless -

(i) the vacancy is not likely to last for more than three months; or

(ii) in the opinion of the Government concerned there is no suitable Officer of the Indian Administrative....

Administrative Service available to hold the post.

(b) Every appointment of an officer who is not a member of the Indian Administrative Service, made to a post included in the Schedule to this Memorandum otherwise than in accordance with paragraph 2, for a period exceeding three months should be reported by the Provincial Government concerned to the Central Government with the reasons for making such appointment.

4. Candidates selected for appointment to the Indian Administrative Service will be allotted to the participating Provinces by the Central Government in consultation with the Provincial Government concerned and, as far as possible, in compliance with the latter's wishes. Candidates will as far as possible be allotted to their Province of origin and 1 or domicile.

5. (a) Candidates selected for appointment to the Indian Administrative Service will be appointed to the Service on probation and will be required to undergo probation for such periods and at such places as the Central Government may determine.

(b) The Central Government will frame, in consultation with the Provincial Governments, rules to regulate the conduct, discipline and training of probationers.

6. A probationer on successful completion of his probation will be confirmed in the Indian Administrative Service. An officer belonging to the Indian Administrative Service shall be liable to serve anywhere in India either under the Central Government or under a Provincial Government. He shall submit himself to the orders of the Government under which he is serving for the time being and of the officers and authorities under whom he may, from time to time, be placed by that Government; shall devote his whole time to his duties; shall at all times obey any rules prescribed by the Central Government and the Provincial Government under whom he is serving for the time being to govern officers of the Indian Administrative Service and shall perform such duties as may be assigned to him.

7. In order to ensure that the conditions of service appliable to officers of the Indian Administrative Service are as uniform as possible, rules regulating pay and other conditions of service will be framed by the Central Government to such extent as is considered necessary. Provincial Government will, however, be consulted before the rules are framed, and before they are amended in any manner. In respect of matters not covered by the said rules, an officer of the Indian Administrative Service will be governed by such rules as may be framed by the Government under which he is for the time being serving and, if no such rules are framed, by the rules applicable to the Central Service/Provincial Civil Service, Class I, as the case may be.

8. The Central Government may frame, in consultation with Provincial Governments, rules to regulate the conduct of members of the Indian Administrative Service.

9. (a) The following penalties may, for good and sufficient.....

sufficient reason and as hereinafter provided, be imposed upon members of the Indian Administrative Service, namely -

(i) Censure;

(ii) Withholding of increment of promotion including stoppage at an efficiency bar;

(iii) Reduction to a lower post or time-scale, or to a lower stage in a time-scale;

(iv) Recovery from pay of the whole or part of any pecuniary loss caused to Government by negligence or breach of orders;

(v) Removal from the Civil Service of the Crown, which does not disqualify from future employment.

(vi) Dismissal from the Civil Service of the Crown which disqualifies from future employment under the Central Government or Provincial Governments, unless the Government concerned directs to the contrary.

EXPLANATION. The discharge of a person appointed on probation, during or at the end of the period of probation, on grounds arising out of the specific conditions laid down by the appointing authority, e.g. want of a vacancy, failure to acquire prescribed special qualifications or to pass prescribed tests does not amount to removal or dismissal within the meaning of this rule. But the discharge of a probationer, whether during, or at the end of the period of probation, for some specific fault or on account of his unsuitability for the service, amounts to removal or dismissal within the meaning of this rule.

(b) An officer against whom a disciplinary enquiry is pending may be suspended by the Government under which he is serving. An Officer under suspension shall be paid by the Government suspending him a subsistence allowance equal to one-third of the average monthly pay earned by him during the preceding twelve months. In addition that Government may direct payment of any compensatory allowance of which the officer was in receipt on the date of suspension to such extent and subject to such conditions as it may direct.

10. (i) No member of the Indian Administrative Service shall be removed or dismissed except by an order of the Central Government.

(ii) Before passing such an order the Central Government shall consult the Provincial Government concerned and the Federal Public Service Commission, and if the Federal Public Service Commission and the Provincial Government are in agreement, shall accept their agreed opinion. Where the Federal Public Service Commission and the Provincial Government concerned disagree, the decision as to the order to be passed shall rest with the Central Government and shall be final.

11. .....

11. Subject to the provisions of Rule 12, the Government under which an officer of the Indian Administrative Service is serving may impose on him any of the penalties specified in clauses (i) to (iv) of paragraph 9(a).

Before imposing any punishment, however, the Government concerned shall consult the Federal Public Service Commission and shall not depart from the Commission's advice save only for exceptional reasons to be recorded in writing.

12. In order to provide for the case of a disciplinary order which, although not one of dismissal or removal, might have the effect of dismissal or removal by compelling an officer to resign, for example, an order requiring the recovery from an officer of a substantial pecuniary loss, a Provincial Government shall, before imposing contrary to the advice of the Federal Public Service Commission, any penalty other than censure, report the case and the penalty proposed to the Central Government. If the Central Government find that the proposed penalty is not such that it might reasonably be expected to compel the resignation of the officer concerned, they will return the case to the Provincial Government for passing final orders. If however the Central Government find to the contrary they will deal with the case as though it were one of dismissal or removal under rule 10.

13(i). No order imposing a penalty other than as order of censure or an order based on facts which have led to the officer's conviction in a criminal court or by a court material shall be passed against an officer of the Indian Administrative Service unless he is informed in writing of the grounds on which it is proposed to take action and has been afforded an adequate opportunity of defending himself. The grounds on which it is proposed to take action shall be reduced to the form of a definite charge or charges which shall be communicated to the officer charged together with a statement of the allegations on which each charge is based and of any other circumstances which it is proposed to take into consideration in passing orders on the case. He shall be required within a reasonable time to put in a written statement of his defence and to state whether he desires to be heard in person. If he so desires or if the authority concerned so directs an oral enquiry shall be held. At such enquiry evidence shall be heard as to such of the allegations as are not admitted and the officer charged shall be entitled to cross examine the witnesses, to give evidence in person and to have such witnesses called as he may wish, provided that the officer conducting the enquiry may for special and sufficient reasons to be recorded in writing refuse to call a witness. The proceedings shall contain a sufficient record of the evidence and a statement of the findings and grounds thereof.

(ii) The full procedure prescribed in sub-rule (i) above need not be followed in the case of a probationer discharged in the circumstances described in the Explanation under rule 9. In such cases it will be sufficient if the probationer is given an opportunity to show cause in writing against the discharge after being apprised of the grounds on which it is proposed to discharge him and his reply duly considered before orders are passed.

14. There shall be no appeal against any disciplinary order but the Government passing the order may revise, of its own motion or otherwise, any orders passed by it.

SCHEDULE II

PART 'A'

SCHEDULE OF DUTY POSTS IN PROVINCES.

1. ASSAM.

Senior Duty Posts.

Chief Secretary	1
Development Commissioner	1
Secretaries to Government	[illegible]
Director of Rural Development	1
Director of Land Records	1
Deputy Commissioners	[illegible]
Superintendent, Lushai Hills	1
Political Officers for Tribal Areas	[illegible]
Adviser to Governor for Tribal Areas etc.	1
Total	20

Junior Duty Posts.

(Details to be specified by the Provincial Government).

2. BIHAR.

Senior Duty Posts.

Member, Board of Revenue	1
Secretary, Board of Revenue	1
Chief Secretary	1
Secretaries to Government	[illegible]
Deputy, Joint or Additional Secretaries to Government	[illegible]
Commissioners	[illegible]
Magistrates and Collectors	18
Registrar, Co-op. Societies	1
Commissioner of Excise and Salt	1
Settlement Officers	[illegible]
Inspector General of Prisons	1
Labour Commissioner	1
Total	50

Junior Duty Posts.

(Details to be specified by the Provincial Government).

3. BOMBAY.

Senior Duty Posts.

Chief Secretary to Government	1
Commissioners of Divisions	4
Commissioner of Excise	1
Secretaries to Government	8
Deputy Secretaries to Government	5
Private Secretary to the Governor	1
Collectors	25
Collector of Broach	1
Collector of Bombay and Bombay Suburban District	1
Registrar of Co-operative Societies and Director of Agricultural Marketing and Rural Finance	1
Commissioner of Labour	1
Municipal Commissioners for the Cities of Bombay, Poona and Ahmedabad	3
Settlement Commissioner and Director of Land Records	1
Provincial Transport Authority	1
Backward Class Officer	1
Unspecified posts	9
Total	64

Junior Duty Posts.

(Details to be specified by the Provincial Government).

4. CENTRAL PROVINCES AND BERAR

Senior Duty Posts.

Chief Secretary to Government	1
Member, Board of Revenue	1
Secretaries to Government	8
Deputy Secretary to Government	1
Settlement and Excise Commissioner	1
Director of Agriculture	1
Director Veterinary Services	1
Registrar of Co-op. Societies	1
Deputy Commissioners (including 3 for newly formed districts of integrated states)	22
Settlement Officer	1
Development Commissioner cum Secretary Development and Resettlement and Rural Development and Co-operation	1
Unspecified posts	2
Total	41

Junior Duty Posts.....

Junior Duty Posts.

(Details to be specified by the Provincial Government).

5. EAST PUNJAB.

Senior Duty Posts.	
Financial Commissioner	1
Chief Secretary to Gov rnment and Secretary Civil Supplies	1
Commissioners	2
Secretaries to Government	4
Registrar, Co-operative Societies	1
Deputy Registrar, Co-operative Societies	1
Deputy Commissioners	13
Secretary to the Financial Commissioner	1
Secretary to His Excellency the Governor	1
Secretary to the Hon'ble Premier	1
Total	26

Junior Duty Posts.

(Details to be specified by the Provincial Government).

6. MADRAS.

Senior Duty Posts.

Members, Board of Revenue	3
Secretary, Board of Revenue	1
Joint Secretary, Board of Revenue	1
Joint Secretary Board of Revenue for dealing with Commercial Taxes	1
Chief Secretary to Government	1
Secretary to the Hon'ble Premier	1
Secretaries to Government	10
Deputy Secretaries to Government	6
Collectors	25
Collector, Madras	1
Sub-Collectors, Grade I	25
Inspector of Municipal Councils and local Boards.	1
Registrar of Co-operative Societies	1
Commissioner of Labour	1
Director of Industries and Commerce.	1
Director of Agriculture	1
Director of Fisheries	1
Officers of Transport Deptt.	3
Deputy Commissioner for Commercial Taxes	1
Miscellaneous unspecified posts	3
Total	88

Junior Duty Posts.

(Details to be specified by the Provincial Government).

7. ORISSA.

Senior Duty Posts.

Chief Secretary to Government	1
Member, Board of Revenue	1
Commissioner of Divisions	2
Secretary to the Member, Board of Revenue	1
Secretary to Government	10
Deputy Secretary to Government	8
Governor's Secretary	1
Secretary to the Hon'ble the Premier	1
Magistrate and Collectors	12
Additional District Magistrates	12
Director of Land Records	1
Settlement Officers	2

5.....

Senior Duty Posts.(Contd.)

Registrar of Co-operative Societies	1
Commissioner of Excise and Inspector General of Registration	1
Economic Development and Commercial Taxation Officer	1
Deputy Controller, Supply and Transport Department.	1
Total	56

Junior Duty Posts.

(Details to be specified by the Provincial Government).

8. UNITED PROVINCES.

Senior Duty Posts.

Member, Board of Revenue	2
Secretary, Board of Revenue	1
Chief Secretary	1
Commissioners	9
Secretaries to Government	10
Deputy Secretaries to Government	5
Governor's Secretary	1
Registrar, Co-op. Societies	1
Labour Commissioner	1
Commissioner of Excise	1
Director of Industries	1
Settlement Officers	4
District Officers	49
Additional District Magistrates	15
Deputy Registrar Co-operative Societies	1
Total	102

Junior Duty Posts.

(Details to be specified by the Provincial Government).

Junior Duty Posts (Contd.)

(Details to be specified by the Provincial Government).

9. WEST BENGAL.

Senior Duty Posts.

Chief Secretary	1
Member, Board of Revenue	1
Commissioners of Divisions	2
Chairman, Calcutta Improvement Trust	1
Secretaries to Government	6
Joint and Deputy Secretaries	11
Secretary, Board of Revenue.	1
Labour Commissioner	1
Registrar, Co-operative Societies	1
Director of Land Records and Surveys	1
Settlement Officers	2
Secretary to the Hon'ble Premier	1
Secretary to Governor	1
Land Acquisition Collector, Calcutta	1
District Magistrates	13
Additional District Magistrates	8
Development Commissioner	1
Deputy Secretary, Development Deptt.	1
Total	54

Junior Duty Posts.

(Details to be specified by the Provincial Government).

SCHEDULE OF DUTY POSTS IN STATES.

(The entries in this part of the schedule to be checked by the respective State/Union Governments).

(1) Rajasthan & Madhyabharat Jt.Cadre.

Total No. of posts	50	plus	25	75

(Details to be specified by respective Unions of States).

(2) HYDERABAD.

Senior Duty Posts.

Senior Member, Board of Revenue	1
Other Members, Board of Revenue	2
Chief Secretary to Government	1
Secretaries to Government	10
Commissioner of Customs/Sales Tax	1
Commissioner of Excise	1
Commissioner, Settlement & Land Records	1
Deputy Secretaries	11
District Officers	16
Executive Officer, Hyderabad Municipal Corporation	1
Deputy Commissioners, Settlement & Land Records.	2
Deputy Commissioners, Customs/Sales Tax	4
Deputy Commissioners, Excise	3
Registrar, Co-operative Deptt.	1
Joint Registrar, Co-operative Deptt.	1
Deputy Registrar, Co-operative Deptt.	1
Director, Commerce & Industry Deptt.	1
Deputy Director, Commerce & Industry Deptt.	1
Labour Commissioner	1
Total	60

Junior Duty Posts.

(Details to be specified by the State Government).

(3) MYSORE.

Senior Duty Posts.

District Officers	10
Secretaries to Government	7
Heads of Departments	10
Total	27

(4) TRAVANCORE & COCHIN.

Senior Duty Posts.

Member, Board of Revenue	2
Chief Secretary	1
Heads of Districts	4
Secretariat Posts	9
Total	16

Junior Duty Posts.

(Details to be specified by the State Government).

(5) SAURASHTRA.

(To form a Joint Cadre with Bombay).

Senior Duty Posts.

Heads of Districts	5
Secretaries to Government (including Chief Secretary)	6
Unspecified Posts (To be specified by the State Government).	8
Total	19

Junior Duty Posts. *

* Details to be specified by the State Government.	8 (including Dy.Secys. to Government).
Total	8

(6) VINDHYAPRADESH

(To form a Joint Cadre with C.P).

Senior Duty Posts.

District Magistrates	5
Secretaries to Government	4
Commissioner	1
Unspecified Posts	2
Total	12

Junior Duty Posts.

(Details to be specified by the State Government).

(7) PEPSU

(To form a joint cadre with East Punjab).

District Officers	8
Chief Secretary	1
Financial Secretary	1
Financial Commissioner	1
Commissioner	1
Secretaries to Government	2
Deputy Secretaries	3
Registrar, Co-operative Societies	1
Total	15

JUNIOR DUTY POSTS.

(Details to be Specified by the State Government).

SCHEDULE II.
PART 'B'

SCHEDULE OF DEPUTATION QUOTAS

NAME OF PROVINCE	CENTRAL DEPUTATION QUOTA	GENERAL DEPUTATION QUOT
Assam	6	3
Bihar	17	9
Bombay	13	9
C.P. & Berar	10	6
East Punjab	7	4
Madras	18	12
Orissa	11	8
U.P.	30	15
West Bengal	13	8
Rajasthan	-	6
Madhya Bharat	-	3
Hyderabad	-	7
Mysore	-	3
Travancore and Cochin	-	2
Saurashtra	-	2
Vindhya Pradesh	-	1
Pepsu	-	2

SCHEDULE II.

PART 'C'

SCHEDULE OF AUTHORISED STRENGTH

(1) ASSAM

Senior Duty Posts under Provincial Government	20
Central Deputation Quota	6
Total Senior Duty Posts	26
Posts to be filled :-	
(i) by promotion of Provincial Civil Service Officers;	7
(ii) by direct recruitment	19
General Deputation Quota	3
Leave Reserve	2
Junior Duty Posts	4
Training Reserve	2
Total Direct Recruitment Posts	30
Promotion Posts	7
Total Authorised Strength	37
Standard Annual Recruitment Rate	1.03

(2) BIHAR

Senior Duty Posts under Provincial Government	50
Central Deputation Quota	17
Total Senior Duty Posts	67
Posts to be filled :-	
(i) by promotion of Provincial Civil Service Officers;	17
(ii) by direct recruitment	50
General Deputation Quota	8
Leave Reserve	6
Junior Duty Posts	10
Training Reserve	5
Total Direct Recruitment Posts	79
Promotion Posts	17
Total Authorised Strength	96
Standard Annual Recruitment Rate	2.71

BOMBAY/-.....

(3) BOMBAY

Senior Duty Posts under Provincial Government	64
Central Deputation Quota	13
Total Senior Duty Posts	77
Posts to be filled :-	
(i) by promotion of Provincial Civil Service Officers;	19
(ii) by direct recruitment	58
General Deputation Quota	9
Leave Reserve	6
Junior Duty Posts	12
Training Reserve	6
Total Direct Recruitment Posts	91
Promotion Posts	19
Total Authorised Strength	110
Standard Annual Recruitment Rate	3.14

(4) CENTRAL PROVINCES AND BERAR

Senior Duty Posts under Provincial Government	41
Central Deputation Quota	10
Total Senior Duty Posts	51
Posts to be filled :-	
(i) by promotion of Provincial Civil Service Officers;	13
(ii) by direct recruitment	38
General Deputation Quota	6
Leave Reserve	4
Junior Duty Posts	8
Training Reserve	4
Total Direct Recruitment Posts	60
Promotion Posts	13
Total Authorised Strength	73
Standard Annual Recruitment Rate	1.96

EAST PUNJAB/-....

(5) EAST PUNJAB.

Senior Duty Posts under Provincial Government	26
Central Deputation Quota	7
Total Senior Duty Posts	33
Posts to be filled :-	
(i) by promotion of Provincial Civil Service Officers;	8
(ii) by direct recruitment	25
General Deputation Quota	4
Leave Reserve	3
Junior Duty Posts	5
Training Reserve	3
Total Direct Recruitment Posts	40
Promotion Posts	8
Total Authorised Strength	48
Standard Annual Recruitment Rate	1.36

(6) MADRAS

Senior Duty Posts under Provincial Government	88
Central Deputation Quota	18
Total Senior Duty Posts	106
Posts to be filled :-	
(i) by promotion of Provincial Civil Service Officers;	27
(ii) by direct recruitment	79
General Deputation Quota	12
Leave Reserve	9
Junior Duty Posts	16
Training Reserve	8
Total Direct Recruitment Posts	124
Promotion Posts	27
Total Authorised Strength	151
Standard Annual Recruitment Rate	4.28

(7) ORISSA

Senior Duty Posts under Provincial Government	56
Central Deputation Quota	11
Total Senior Duty Posts	67
Posts to be filled :-	
(i) by promotion of Provincial Civil Service Officers;	17
(ii) by direct recruitment	50
General Deputation Quota	8
Leave Reserve	6
Junior Duty Posts	10
Training Reserve	5
Total Direct Recruitment Posts	79
Promotion Posts	17
Total Authorised Strength	96
Standard Annual Recruitment Rate	2.71

(8) UNITED PROVINCES

Senior Duty Posts under Provincial Government	102
Central Deputation Quota	30
Total Senior Duty Posts	132
Posts to be filled:-	
(i) by promotion of Provincial Civil Service Officers;	33
(ii) by direct recruitment	99
General Deputation Quota	15
Leave Reserve	11
Junior Duty Posts	21
Training Reserve	11
Total Direct Recruitment Posts	157
Promotion Posts	33
Total Authorised Strength	190
Standard Annual Recruitment Rate	5.42

(9) WEST BENGAL

Senior Duty Posts under Provincial Government	54
Central Deputation Quota	13
Total Senior Duty Posts	67
Posts to be filled :-	
(i) by promotion of Provincial Civil Service Officers;	17
(ii) by direct recruitment	50
General Deputation Quota	8
Leave Reserve	6
Junior Duty Posts	10
Training Reserve	5
Total Direct Recruitment Posts	79
Promotion Posts	17
Total Authorised Strength	96
Standard Annual Recruitment Rate	2.71.

(1) RAJASTHAN & MADHYABHARAT JOINT CADRE

	RAJASTHAN	MADHYABHARAT.	Total
Senior Duty Posts under State Government	50	25	75
Posts to be filled :-			
(i) by promotion of State Civil Service Officers	13	6	19
(ii) by direct recruitment	37	19	56
General Deputation Quota	6	3	9
Leave Reserve	4	2	6
Junior Duty Posts	8	4	12
Training Reserve	3	2	5
Total Direct Recruitment Posts	58	30	88
Promotion Posts	13	6	19
Total Authorised Strength	71	36	107
Standard Annual Recruitment Rate	2.01	1.03	3.04

(2) HYDERABAD

Senior Duty Posts under States Government	60
Posts to be filled :-	
(i) by promotion of States Civil Service Officers;	15
(ii) by direct recruitment	45
General Deputation Quota	7
Leave Reserve	5
Junior Duty Posts	9
Training Reserve	5
Total Direct Recruitment Posts	71
Promotion Posts	15
Total Authorised Strength	86
Standard Annual Recruitment Rate	2.44

MYSORE/-.....

(3) MYSORE

Senior Duty Posts under State Government	27
Posts to be filled :-	
(i) by promotion of State Civil Service Officers;	7
(ii) by direct recruitment	20
General Deputation Quota	3
Leave Reserve	2
Junior Duty Posts	4
Training Reserve	2
Total Direct Recruitment Posts	31
Promotion Posts	7
Total Authorised Strength	38
Standard Annual Recruitment Rate	1.08

(4) TRAVANCORE & COCHIN

Senior Duty Posts under States Government	16
Posts to be filled :-	
(i) by promotion of State Civil Service Officers;	4
(ii) by direct recruitment	12
General Deputation Quota	2
Leave Reserve	1
Junior Duty Posts	3
Training Reserve	1
Total Direct Recruitment Posts	19
Promotion Posts	4
Total Authorised Strength	23
Standard Annual Recruitment Rate	0.65

SAURASHTRA/-.....

(5) SAURASHTRA

(To form Joint Cadre with Bombay).

Senior Duty Posts under State Government	19
Posts to be filled :-	
(i) by promotion of State Civil Service Officers	5
(ii) by direct recruitment	14
General Deputation Quota	2
Leave Reserve	2
Junior Duty Posts	3
Training Reserve	1
Total Direct Recruitment Posts	22
Promotion Posts	5
Total Authorised Strength	27
Standard Annual Recruitment Rate	0.76

(6) VINDHYA PRADESH

(To form Joint Cadre with C.P).

Senior Duty Posts under State Government	12
Posts to be filled :-	
(i) by promotion of State Civil Service Officers	3
(ii) by direct recruitment	9
General Deputation Quota	1
Leave Reserve	1
Junior Duty Posts	2
Training Reserve	1
Total Direct Recruitment Posts	14
Promotion Posts	3
Total Authorised Strength	17
Standard Annual Recruitment Rate	0.49

(7) PEPSU

(To form a Joint Cadre with East Punjab)

Senior Duty Posts under State Government	15
Posts to be filled :-	
(i) by promotion of State Civil Service Officers	4
(ii) by direct recruitment	11
General Deputation Quota	2
Leave Reserve	1
Junior Duty Posts	2
Training Reserve	1
Total Direct Recruitment Posts	17
Promotion Posts	4
Total Authorised Strength	21
Standard Annual Recruitment Rate	0.60.

GOVERNMENT OF HIS HIGHNESS THE MAHARAJA OF MYSORE.

No. 5821/CB

General and Revenue Secretariat,

Dated Bangalore, 7th Decr. *194* 9.

FROM

The Chief Secretary to the Government of His Highness the Maharaja of Mysore.

To

The Secretary to the Government of India,
Ministry of States,
NEW DELHI.

SIR,

Subject: Indian Civil and Administrative Services (Joint Cadre) Rules 1950.

Reference: Government of India Ministry of States Letter No.F.23(4)-S/49.Pt.III dated 21st November 1949.

With reference to your letter mentioned above I am directed to state that the Government of Mysore have carefully considered the proposed draft Rules and consider them to be generally acceptable, but would like to offer the following comments and suggestions for the consideration of the Government of India.

1. It has been stated that Schedule III which contains most of the important conditions of service like scales of pay, determination of seniority, leave, retirement benefits, etc., are still under compilation. Before this Schedule is formally incorporated in the Rules, this Government would be grateful for an opportunity to offer their remarks on the same. In the meanwhile, copies of the Ministry of Home Affairs' Express Letters No.60-4-47/GS dated 8th May 1948 and No.20-12-49.R. dated 18th July 1948 which have been addressed to the Provincial Governments may kindly be forwarded, immediately, for preliminary examination.

2. Rule 3(1) - The Joint Cadre is proposed to be constituted in every Province and every State. It is true that there is the need for the constitution of such a Joint Cadre in a Province because there are 2 sets of Officers, viz., I.C.S. and the I.A.S. Officers doing identical duties there. Such a contingency would not obviously arise

in the case of Mysore State. Even after the I.A.S. Cadre is initially constitued in Mysore there would be no need for any of the I.C.S. Officers to find a place in that Cadre. It would be a Cadre consisting entirely of I.A.S. Officers.

3. Rule 3(2) - It has been stated in sub-rule (iii) that all Officers of the I.A.S. allotted to a State before the date on which these rules come into force shall constitute the Joint Cadre of that State. This, taken along with the intention of the Government of India as apparent in the letter of the Home Ministry viz., that these Rules should be published before 26.1.1950, would mean that the I.A.S. Cadre in Mysore State should be constituted before that date and notified in the Gazette. The procedure prescribed for the initial constitution of the I.A.S. Cadre as detailed in Schedule I Part B of the Scheme will necessarily take some considerable time, which may be at least 3 months. It is unlikely that the Cadre can be constituted before 26.1.1950. It would therefore, appear to be necessary either to amend the sub-rule (iii) or to add an additional sub-rule (iv) to make provision for the constitution of the I.A.S. in the States after the rules come into operation.

4. Rule 3(7) - It has been stated that the Duty Posts of the Joint Cadre shall be as specified in Schedule 2 Part A with reference to each Province or State. The details regarding Mysore have been given in page 8 of the Schedule. A request has been made that the entries in this part of the Schedule have to be checked up by the respective State Governments. Mention has been made in the Schedule of only 27 Senior Duty Posts against Mysore State. No mention has been made of the Junior Duty Posts possibly by in-advertence, as they have been mentioned in the case of all other units, and it has also been mentioned in the case of Mysore in Schedule 2 Part C which gives the authorised strength of the Cadres. In the case of all the other Provinces and States the Governments have been requested to specify the details regarding the Junior Duty Posts. The following entry may therefore, be inserted in

Schedule 2 Part A after Senior Duty Posts given against Mysore:

"Junior Duty Posts .. 4."

Persons posted to the Junior Duty Posts will hold less important posts until they are fit to take up the Senior Duty Posts involving higher responsibility. These Officers will be posted till they get into the Senior scale to such duties like those of 'An Under Secretary to Government', 'Revenue Sub Division Officer', 'Personal Assistant to Deputy Commissioner' etc."

5. According to the details of the Scheme there will be a training reserve of 2 persons in the Cadre at the stage of initial constitution. This number may also be allotted to Junior Officers. Thus at the stage of initial constitution of the I.A.S. Cadre in Mysore State there would be 6 Officers holding Junior Duty Posts. In this connection, I am to invite your reference to this Government's letter No.5417/C.B. dated 24th November 1949 communicating the acceptance of this Government to the I.A.S. (Extension to States) Scheme under certain conditions. In that letter this Government have urged that at least 30 Junior Officers from the present personnel should be taken to the I.A.S. Posts, at the time of initial recruitment. There has been no big gap created in Mysore Civil Service by any of the problems created elsewhere due to partition, exodus of European I.C.S. Officers, integration of States etc. The result has been that there is ~~all~~ an adequate number of Junior Officers here who have to man the Senior posts here, eventually. After the Junior Officers who have been recommended by us are interviewed by the Special Recruitment Board all the persons who are found fit may be taken into the I.A.S. against the number of Junior Duty Posts determined. This might necessitate the temporary increase of the strength of the Junior Duty Posts allotted to Mysore. After this number is reduced eventually, in the course of years to the number fixed in the Scheme on the basis of actuarial calculations, normal recruitment from among the persons who have passed the competitive examination will have to commence. The case would therefore be different in Mysore from what exists in other Provinces or States. It is possible that the pace of

direct recruitment to the posts in Mysore may have to be slowed down for some time.

6. Rule 3 (8) - It has been stated that the Deputation Quota of the Joint Cadre shall be as specified in Schedule 2 Part B with reference to each Province and State. From an examination of this Schedule it is seen that no Central Deputation Quota has been allotted to Mysore. From the Explanatory Memorandum explaining this particular rule it is seen that this quota represents the number which the Province or State Government concerned have specifically undertaken to provide for manning posts under the Central Government. From this it would appear that the Scheme contemplates taking men from the State Cadre of the I.A.S. This Government therefore, strongly urge that a suitable quota may be fixed for Central Deputation from Mysore State also. It may be mentioned that Mysore has had over a series of years a well organised Civil Service, and some of its officers have actually served in the past in the Government of India on a deputation basis. When all the differences between the Provinces and States are being removed under the new Constitution it is extremely desirable that the same treatment as is shown to a Province is extended to the States also. If the Officers of the State Cadre go and work either in the Central Secretariat or in any other posts in the Central Government for a limited period on a deputation basis, they would acquire valuable experience and would be of immense value to the administration of the State. It is seen that there are 401 Senior Duty Posts in 9 Provinces and that the Central Deputation Quota from these 9 Provinces is 125. This works out to about 31%. This Government strongly urge that a Central Deputation Quota in this proportion may be allotted to this State. The Senior Duty Posts in Mysore is 27 and therefore a Central Deputation Quota of 8 may kindly be allotted.

7. Rule 3(9) - This deals with the authorised strength of the Joint Cadre and has been specified in Schedule 2 Part C. This would require a revision in view of what has been stated above. The total strength of the Cadre may kindly be fixed after making provision for a Central

Deputation Quota.

8
9. Rule 4(2) - A slight amendment is suggested. The words "in consultation with the State Government" may be added at the end of the rule.

9.
10. Rule 4(3) - It is presumed that this rule applies only to new and direct recruits and that it would not be made applicable to the case of Officers who have put in years of service in the respective State Civil Service and who will be appointed in the I.A.S. Cadre when such a Cadre has to be initially constituted in the State. As this rule stands at present it may be interpreted to mean that it would make it compulsory for every person who is appointed to the I.A.S. Cadre to pass the tests prescribed. Instead of the word "Shall" wherever it occurs in that sub-para if the word "May" is used, it would make the position clearer and would take into consideration the cases of persons who would be selected for Senior Deuty Posts at the stage of initial constitution of the Cadre in the State. If this course is not possible it is suggested that an explanatory note or a proviso may be added stating that this rule would not apply to persons who may be appointed in the manner specified above.

10. Rules 9 to 14 - As already mentioned above in para 1 supra before the Schedule III is adopted the views of this Government may also be taken. This Government have already urged in letter No.5417/C.B. dated 24th November 1949 that when the seniority and initial pay of officers of this Government who will be taken into the I.A.S. Cadre are to be fixed in the All India Gradation Roll, due consideration should be given to their age, experience, length of service, etc., and that the salary which they are now drawing should not be the only criterion. This Government would also like to mention that when the seniority is being fixed in the All India Gradation Roll the seniority of officers taken from Mysore should not be disturbed inter-se from what is existing at present in the Mysore State.

11. In offering the above comments and suggestions I am desired to state that after the rules are published, ~~1000 1000~~ 100 copies of the rules may kindly be made available to this Government.

Yours faithfully,

Chief Secretary to Government.

GOVERNMENT OF HIS HIGHNESS THE MAHARAJA OF MYSORE.

General and Revenue Secretariat,

No. 6442-13/CB Dated Bangalore, 10th Decr. 1949.

FROM

The Chief Secretary to the Government of His Highness the Maharaja of Mysore.

To

1) The Chief Secretary to the Govt. of Madras, Madras.

2) - do - Govt. of Bombay, Bombay.

SIR,

Subject: Indian Civil & Administrative Service (Joint Cadre) - Rules 1950.

I am directed to state that the Government of India, while forwarding for comments and suggestions by this Government, a copy of draft rules regarding Indian Civil and Administrative Service (Joint Cadre) Rules 1950, have suggested that the rules for promotions of persons in the Civil Service of the States into the Indian Administrative Service should be guided by the rules which have to be framed by the State Governments in consultation with the Federal Public Service Commission.

I am to request that copies of rules framed by your Government, if any, in this behalf may kindly be sent for the examination and guidance of this Government.

It is understood that a few provincial officers in Madras and Bombay have been promoted to the Indian Administrative Service and questions about their fixation with due regard to scales of pay, seniority, leave rules etc, have been answered in the respective Assemblies. The details regarding the manner in which these problems were settled in your Government may also be kindly furnished if you have no objection.

Yours faithfully,

H. Ramakrishnaiya

for Chief Secretary to Government.

GOVERNMENT OF HIS HIGHNESS THE MAHARAJA OF MYSORE.

General and Revenue Secretariat,

No. 6112-13/CB

Dated Bangalore, 10th Decr. 1949.

FROM

The Chief Secretary to the Government of His Highness the Maharaja of Mysore.

To

SIR,

Subject: Indian Civil & Administrative Service (Joint Cadre) - Rules 1950.

I am directed to state that the Government of India, while forwarding for comments and suggestions by this Government, a copy of draft rules regarding Indian Civil and Administrative Service (Joint Cadre) Rules 1950, have suggested that the rules for promotions of persons in the Civil Service of the States into the Indian Administrative Service should be guided by the rules which have to be framed by the State Governments in consultation with the Federal Public Service Commission.

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Yours faithfully,

K. M. Ramakrishnaiya

for Chief Secretary to Government.

Appendix F G—1] No. 4.

(Joint Cadre)

SUBJECT Indian Civil and Administrative Services Rules 1950.

Diary No. of letter replied to.....

General and Revenue Secretariat

( )

the 194 .

Date of issue 12/12/49

Signed by.....

List of enclosures.....

Copied by.....

Examined by.....

Section

File No.

Serial No.

No. 611-6113/C03

To to

The Chief Secretary—

1) Govt of Kerala

2) Govt of Bombay

Sir,

I am directed to state that the Govt of India, while forwarding for comments based Suggestions by this Govt, a copy of draft rules re Indian Civil and Administrative Service (Joint Cadre) Rules, 1950, have suggested that the rules for promotion of persons in the Civil Service of the States into the Indian Administrative Service should be

guided by the rules which have to be framed by the State Govts in consultation with the Federal Public Service Commission.

I am to request that copies of rules framed by your Govt, if any, in this behalf may kindly be sent for the examination and guidance of this Govt.

It is understood that a few provincial Officers in Madras and Bombay have been promoted to the Indian Administrative Service with due regard to scales of pay, seniority, Leave rules etc and questions about their fixation have been answered in the respective Assemblies.

The details re the manner in which these problem were settled in your Govt may also be kindly furnished if you have no objection.

Yours faithfully

Ch. Secretary 10/1/46

CKO 9/1/46

10th December 9

6114/CB

The Secretary to the Government of India,
Ministry of States,
NEW DELHI

Subject:- Indian Civil and Administrative Service (Joint Cadre) Rules 1950
(Reference: Government of India, Ministry of States Letter No.F.23(4)/S/49 Pt III dated the 21st November 1949 .

In continuation of this Government letter No.5821/C.B. dated the 7th December 1949 on the above, I am directed to request you kindly to obtain and forward, for the information and guidance of this Government, copies of the *marginally noted letters addressed from the Ministry of Home Affairs (Government of India) calling for the recommendations of the Provincial Governments in respect of "Special Pay", and pay of posts above the time scale admissible to Officers of the Indian Administrative Service Cadre.

*
1) Ministry of Home Affairs Express Letter No.60/4/47-G.S. dated 8-5-1948.
2) Ministry of Home Affairs Letter No.20/12/49-R dated 18-7-1949.

A Copy of the rules now in force dealing with Residential Accommodation that the Joint Cadre Officer is entitled to may also be kindly sent for the information of this Government.

Yours faithfully,

Sd/- K.SRINIVASAN.
Chief Secretary to Government.

Memo No. 6115/CB

Dated the 10th December 1949.

Copy of the above is forwarded with compliments to the Secretary to the Government of India, Ministry of Home Affairs, New Delhi, for favour of information and compliance.

for Chief Secretary to Government.

Appendix F G—1] No. 4.

SUBJECT Indian Civil and Administrative Services (Joint Cadre) Rules 1950. C Refee: Govt of India, Ministry of States — Letter no: F.23(4)-S/49 Pt III dated 21st November 49

Section

File No.

Serial No.

Diary No. of letter replied to.....

No. 6114/CB

To

General and Revenue Secretariat

( )

the *194* .

The Secy to the Govt of India
Ministry of States.

Sir

Date of issue 12/12/49

In continuation of this Govt letter no: 5821/CB dated the 7th Dec 49 on the above I am directed to request you kindly to obtain and forward, for the information and guidance of this Govt, copies of the marginally noted letters addressed from the Ministry of Home Affairs Govt of India calling for the recommendations of the Provincial Govts in respect of "Special Pay", and pay of

Signed by.....

X

1) Ministry of Home Affairs
Express letter no: 60/4/47-GS
dated 8/5/1948

2) Ministry of Home Affairs
Letter no: 20/12/49-RD) 18-7-49

List of enclosures.....

Copied by.....

Examined by.....

WD 02703—GPB—17,000—28-4-48

posts above the time scale admissible
to officers of the Indian administrative
service cadre. ~~[illegible]~~
A copy of the rules now in force dealing
with Residential Accommodation that the joint cadre officer
is entitled to may also be kindly sent for the information of this Post.

Yours faithfully

sd/-
10/12/49
for Chief Secretary

Memo No. 6/15/CB.

Copy of the above is forwarded w/c
to the Secretary to the Ministry of Home Affairs
East of India for favour of information
and compliance.

sd/-
for Chief Secretary
CKS
8/12/49

6230-311CB

15th Decr. 9

The Chief Secretary to Government,

1) Bombay, 2) Madras;

Sir,

Subject:- Indian Civil and Administrative Service, (Joint Cadre) Rules 1950.

I am directed to invite reference to this Office letter No. 6112-13/C.B. dated the 10th December 1949 on the above subject and to request that action on the same may kindly be expedited.

Yours faithfully,

Chief Secretary to Government.

15th Decr. 9

6229/53

The Secretary to the Government of India,
Ministry of States,
NEW DELHI.

Sir,

Subject:- Indian Civil and Administrative Service,
(Joint Cadre) Rules 1950.

I am directed to invite reference to the *marginally noted communications addressed to you on the above subject and to request that action on the same may kindly be expedited.

* 1) No.5821/C.B. dated 7th December 1949;
2) No.6114/C.B. dated 10th December 1949.

Yours faithfully,

Chief Secretary to Government.

2792
CB

No.4049/49-1

Public (Special) Department,
Fort St. George, Madras,
Dated the 22nd December 1949.

From

Sri K. Ramunni Menon, I.C.S.,
Chief Secretary to the Government of Madras.

To

The Chief Secretary to the Government of His Highness
the Maharaja of Mysore,

General and Revenue Department,
Bangalore.

...

Sir,

Sub:- Indian Administrative Service - Rules regulating the promotion of Provincial Civil Service Officers to Indian Administrative Service.

...

Ref:- Your letter No.6112/CB, dated the 10th December 1949.

...

With reference to your letter cited, I am directed to state that according to the scheme regarding the constitution of the Indian Administrative Service, the rules regulating the promotion of Provincial Civil Service officers to Indian Administrative Service have to be framed by the Provincial Government. But for purposes of uniformity and avoiding delay the Government of India, Ministry of Home Affairs, forwarded a copy of the draft rules framed by the Federal Public Service Commission and invited the comments of the Provincial Government on the draft rules. I enclose a copy of the rules framed by the Federal Public Service Commission together with a copy of this Government's letter No.2393, Public (Special), dated the 21st July 1949 containing the views of this Government.

2. As regards paragraph 3 of your letter cited, I am to say that the fixation of pay, seniority etc. are determined according to the orders issued by the Government of India and I am to suggest that the Government of India, Ministry of Home Affairs may be addressed in the matter.

Yours faithfully,

Chief Secretary to Government.

CHIEF SECRETARY
28 DEC 1949
GOVT. OF MYSORE

km/22-12

P.T.O.
(Enclosure)

***

Enclosure.

Draft Rules

The following procedure is prescribed for the appointment of officers of the Provincial Civil Service to the Indian Administrative Service.

2. A Committee shall be constituted by the Provincial Government to prepare a select list of Provincial Civil Service Officers considered suitable for promotion to the Indian Administrative Service. The list will be reviewed and revised biennially.

3. A member of the Federal Public Service Commission shall be included in the Selection Committee.

4. In preparing the list the Committee shall be guided by the suitability of the officers for appointment to the Indian Administrative Service and no officer shall be included in the list who has not definitely proved his fitness for such appointment. Officers included in the list shall be arranged therein in the order of their seniority save in exceptional cases of outstanding merit which may justify a higher place on the list.

5. The select list with the confidential rolls of all officers concerned, including those of officers superseded, with reasons, if any, for such supersession, shall then be forwarded to the Federal Public Service Commission for their approval.

6. If and when the Federal Public Service Commission entertain any doubt about the suitability of an officer/officers whose case/cases has/have been referred to them for appointment to the Indian Administrative Service or consider that an officer/officers not included in the list is/are fit for inclusion therein, they may ask the Provincial Government to reconsider their proposal.

7. Promotions shall be made according to the order on the list as approved by the Federal Public Service Commission without any further reference to the Commission, provided that, when administrative exigencies require, an officer not in the list or not next in order on the list may be appointed for a period not exceeding 3 months. Nor will it be necessary to consult the Commission again at the time of confirmation of the officers provided the order on the list is strictly followed.

8. Copies of the Provincial Government's notification appointing officers permanently to the Indian Administrative Service shall be forwarded to the Federal Public Service Commission and the Government of India in the Ministry of Home Affairs for information.

****

P.T.O.

Copy of letter No.Ms.2393, (Strictly Confidential), dated the 21st July 1949-Public(Special)Department - From the Chief Secretary to the Government of Madras, to the Secretary, Federal Public Service Commission, New Delhi.

...

Sub:- Indian Administrative Service and Indian Police Service - Framing of rules regulating selection and promotion of Provincial Civil Service officers.

...

Ref:- Letter from the Government of India, Ministry of Home Affairs, 20/43/48.GS, dated 17th/20th December 1948.

...

I am directed to invite a reference to the letter cited and to state that this Government accept the draft rules framed by the Federal Public Service Commission for the selection and promotion of Provincial Civil Service officers to Indian Administrative Service and Indian Police Service subject to the following remarks:--

Draft rules 2 and 3:- This Government consider that the Committee referred to in rule 2 should consist of the Chief Secretary to Government, the First Member and either the Second or Third Member, Board of Revenue, in addition to the Federal Public Service Commission Member in respect of selection of officers to Indian Administrative Service. In the case of Indian Police Service the members of the Committee should be the Home Secretary and the Inspector General of Police in addition to the member of the Federal Public Service Commission. The Provincial Government also have the power to draw up a preliminary list of officers from which the Committee may make a selection, so as to save time. It is also considered that the Committee should meet every year and the list reviewed annually instead of biennially. Provision should further be made in the rules to empower the Provincial Government to remove an officer's name from the list, in consultation with the Federal Public Service Commission either permanently or temporarily, for good and sufficient reasons.

Rule 4:-- Hitherto this Government was following a system according to which the selection of officers for inclusion in the panel for promotion to listed posts in the Indian Civil Service and Indian Police Service depended on merit, seniority being considered only when other factors are approximately equal. This has been found to work satisfactorily and this Government would urge the continuance of that system.

Rule 7:-- According to this rule the Provincial Government can appoint an officer not in the list or next in order in the list for a period not exceeding three months only. On administrative considerations this Government consider that the period provided in the rule is too short and therefore suggest that it should be one year for the present.

2. I am to add that the rules framed by the Federal Public Service Commission do not contain provisions similar to rules 2, 6(a), 6(b), 8 and 9 of the Rules for the promotion of Madras Police Service Officers to the Indian Police Service forwarded to the Federal Public Service Commission with this Government's letter No.16226A/47-19, Home, dated the 23rd November 1948 and to request that rules similar to those mentioned above may be provided in respect of Indian Police Service.

****

2793
CB

All Communication should be addressed to the Secretary to the Government of India, Ministry of Home Affairs, by title, NOT by name.

Telegrams : "Homex"

No. D-1586/49-AIS

Government of India

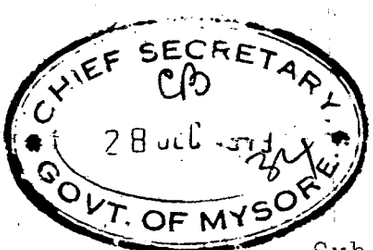
MINISTRY OF HOME AFFAIRS

From

R.K.Rangan, Esq., M.A.,
Asstt. Secretary to the Govt. of India.

To

The Chief Secretary to the Government of
H.H. the Maharaja of Mysore,
General and Revenue Secretariat,
Bangalore.



New Delhi(3); the 24th December, 1949.

Subject: Indian Civil and Administrative Service (Joint Cadre) Rules, 1950.

@@*

Sir,

With reference to your Memo. No. 6115/CB., dated the 10th December 1949, on the subject noted above, I am directed to forward a copy each of the following:-

1. Ministry of Home Affairs express letter No. 60/4/47-GS., dated the 8th May, 1948, together with a copy of the letter of the 6th March 1948 referred to therein.

2. Ministry of Home Affairs letter No. 20/12/49-R. dated the 18th July, 1949.

2. As regards your request for a copy of the rules dealing with Residential Accommodation admissible to the Joint Cadre Officers, I am to say that there is at present no separate set of rules of this nature. These officers are, however, governed by the provisions of the Fundamental Rules 45 and 45-A and the Supplementary Rules when employed under the Central Government, and by the rules framed in this regard by the Provincial Governments while serving in the Provinces.

The Rules prescribed by the various Provincial Governments in this regard may, if necessary, be obtained direct from them.

Yours faithfully,

R.K.Rangan

(R.K.RANGAN)
Assistant Secretary to the Government of India.

Vaid.k.

GOVERNMENT OF INDIA,
MINISTRY OF HOME AFFAIRS.

EXPRESS LETTER

From:- Homex New Delhi.

To :- All Provincial Governments.

NO.60/4/47-GS., New Delhi,(3) the 8th May, '48.

@@*

SUBJECT:- Indian Administrative and Police Services - Special posts borne on the cadre of the - Fixation of pay and Special pay for..

Reference this Ministry letter No.60/4/47-G.S., dated the 6th March 1948, regarding the general conditions of service of the Indian Administrative and Police Services. The pay scales prescribed therein do not cover posts above the time scale except those of Commissioner in the case of the Indian Administrative Service and Selection Grade posts in the case of the Indian Police Service. Government of India propose to examine the question of fixing the rates of pay or special pay to be attached to the various other posts above the time scale borne on the cadres of these two Services and for this purpose they would be grateful if information as in the proforma attached could be furnished to them very urgently, together with any remarks, the Provincial Governments may like to offer, in justification of the rates of pay or special pay to be proposed by them.

2. The pay of officers appointed to the Indian Police Service was originally fixed in the scale of Rs.300-300-325-350-350 pending orders on the recommendations of the Central Pay Commission vide paragraph 2 of this Ministry express letter No.60/4/47-Ests(R) dated the 13th June 1947 (copy forwarded to you with this Ministry express letter No.60/4/47-Ests(R), dated the 8th August 1947). Since the scales of pay for the Indian Police Service as finally fixed vide this Ministry letter dated the 6th March 1948, referred to in paragraph 1 above, are different, it is presumed that

') To West Bengal and East Punjab only.

action has been./.....

action has been taken to refix the pay of the officers concerned in the junior scale as finally approved. If not, necessary action may kindly be taken now.

(R.C. DUTT)
Deputy Secretary to the Government of India.

NO.60/4/47-GS., New Delhi, (3) the 5th May, '48.

Copy for information to all Accountants General, Comptrollers.

Copy to Appointments Section.

By order,

(C.B.GULATI)
Assistant Secretary to the Government of India.

-SPS- (A)
6/6/48-D.

Statement showing the existing and proposed rates of pay of posts above the time scale borne on the cadres of the Indian Administrative & Police Services.

Designation of the post.	Existing pay.	Proposed pay.
Indian Administrative Service		
Indian Police Service		

Statement showing the existing and proposed rates of special pay attached to posts above the time scale borne on the cadres of the I.A.S. & the I.P.S.

Designation of the post.	Existing rates of Special pay.	Proposed rates of Special pay.
Indian Administrative Service		
Indian Police Service		

No.60/4/47-G.S.
GOVERNMENT OF INDIA,
MINISTRY OF HOME AFFAIRS.

From

R.A. Gopalaswami, Esq., OBE., ICS.,
Joint Secretary to the Government of India,

To

The Chief Secretary to the Government of

Assam
BIHAR
BOMBAY
C.P. & BERAR
EAST PUNJAB
MADRAS
ORISSA
U.P.
WEST BENGAL.

New Delhi, the 6th March, 1948.

Subject:- Indian Administrative and Police Services - General conditions of service.

Sir,

With reference to the correspondence resting with your

telegram No.C-24946, dated the 19th November, 1947,
telegram No.35, dated the 21st August, 1947,
telegram No.156, dated the 21st October, 1947,
telegram No.2419-1841-I, dated the 24th June, 1947,
telegram No.4948/G, dated the 3rd December, 1947,
letter No.3681/47-7, dated the 3rd September, 1947,
telegram No.22-C, dated the 26th June, 1947,
letter No.7153/11-227-44, dated the 3rd September, 1947,
telegram No.372-G.A., dated the 5th September, 1947,

on the subject noted above, I am directed to say that the Government of India have considered the views of all Provincial Governments, in consultation with the Federal Public Service Commission, and have arrived at the following decisions in respect of the general conditions of service that should be applicable to officers of the Indian Administrative Service and the Indian Police Service.

2. PAY SCALES: The Junior and Senior scales of pay for the Indian Administrative Service and the Indian Police Service will be as follows:

(a) Indian Administrative Service.
Junior Scale: Rs.350-400-450-450-5 -540-30-600-E.B.-30-870-40-950 (19 years).
Senior Scale: Rs.800 (6th year or under)-50-1000-60-1300-50-1800 (25 years).

/The

The pay of Commissioners or officers of equivalent status, and that of Joint Secretaries to the Government of India will be fixed at Rs.2250/- per month. The pay of a Secretary to the Government of India will be fixed at Rs.3000/- per month. (The suggestion of the Provincial Government to fix a lower maximum for the Senior Scale was given due consideration, but as the majority of the Provincial Governments are in favour of the maximum of Rs.1800/- this has been fixed.) ( ) For Bihar and Madras only.

(b) Indian Police Service.

Junior Scale: Rs.350-350-380-380-30-590-E.B.-30-770-40-850 (19 years).
(6th year or under)
Senior Scale: Rs.600-40-1000-1000-1050-1050-1100-1100-1150 (in the 22nd year).

Officers in the Selection Grade of the Indian Police Service will receive a fixed pay of Rs.1250.

3. Officers appointed to the Indian Administrative Service on probation should be started on the time-scale and permitted to count the period spent on probation towards leave, pension or increment in the time-scale.

4. Provident Fund: Officers of the Indian Administrative and Police Services will contribute compulsorily towards a Provident Fund at a minimum rate of one anna and a maximum rate of 2½ annas in the rupee. This subscription will be credited to the General Provident Fund maintained by the Central Government.

5. Travelling allowance: Officers of the Indian Administrative and Police Services shall be treated as officers of the first grade for purpose of travelling allowance. (This decision has been taken in view of the fact that these two are Premier All-India Services and since Commissioned officers of the Indian Army are entitled to first class travelling allowance irrespective of their pay, any less favourable treatment to the corresponding Civil Services is bound to create discontent). ( )For Madras only.

6. Leave: Leave will be admissible as for Class I officers of the Central Government in terms of the Revised Leave Rules, 1933.

7. Medical Attendance: Officers of the Indian Administrative and Police Services will be entitled to the same facilities as are admissible at present to Class I officers of the Central Government under the Central Services (Medical Attendance) Rules, 1944, till such time as a separate set of Medical Attendance Rules is framed for them.

8. Retirement Benefits: The terms are still under consideration and will be communicated later.

I have the honour to be,
Sir,
Your most obedient servant,

Joint Secretary to the Government of India.

No.60/4/47-G.S. New Delhi, the 6th March, 1948.

Copy forwarded to the Ministry of Finance, for information, with reference to their u.o.No.8380-Est.III/47, dated the 29th January 1948, and subsequent discussions the undersigned had with Mr. Aiyangar, Joint Secretary, Ministry of Finance.

(R.A. Gopalaswami)
Joint Secretary to the Government of India.

No.60/4/47-G.S. New Delhi, the 6th March, 1948.

Copy forwarded to the Secretary, Federal Public Service Commission/Establishment Officer/Accountant General, Central - Revenues/All Accountants General and Comptrollers/ Principal, Indian Administrative Service Training School/External Affairs and Commonwealth Relations, for information (with reference to his letter No.F.8/118/47-S, dated the 22nd/25th November,1947).

( ) To F.P.S.C. only.

By order,

(C.B. Gulati)
Assistant Secretary to the Govt. of India.

Copy to the
Exts./Appts./Police Sections.

Maitra.90(6-3-'48)D.

IMMEDIATE

No:20/12/49-R.
Government of India.
Ministry of Home Affairs.

From

R.C.Dutt, Esquire, I.C.S.,
Deputy Secretary to the Government of India.

To

The Chief Secretaries of all Provincial Governments.

NEW DELHI-3, the 18th July, 1949.

Subject:- Indian Administrative Service- Determination of seniority of Indian Civil Service and Indian Administrative Service officers borne in the cadre strength of - Proposals for.

Sir,

As the Provincial Governments are no doubt aware, Indian Administrative Service posts in the various Provinces and the Centre are at present manned by officers of the Indian Civil Service, ("listed post" holders) and officers appointed from various sources to the new Indian Administrative Service, viz. "War Service" recruits, recruits from the annual competitive Examination held by the Federal Public Service Commission, Provincial Civil Service officers promoted to the 25% quota of promotion vacancies, Emergency Recruits from the open market selected by the Special Recruitment Board, and Emergency Recruits from the Provincial Civil Services. The question as to the method of determining the seniority inter se of these officers drawn from various sources has been engaging the attention of the Government of India for some time, and a note has now been prepared discussing the various considerations involved and suggesting the principles on which relative seniority of officers drawn from the various sources referred to can be determined. I am directed to forward herewith a copy of the note for the consideration of the Provincial Government, with the request that the concurrence or comments of the Provincial Government on the proposals summarised in paras 7,8 and 9 thereof may please be communicated to the Government of India, as early as possible, in any case not later than the 31st August 1949.

2. I am to request that the various Service Associations may also be consulted in the matter before sending the Provincial Government's comments to the Government of India. In this connection I am to add that the Government of India have received representations from certain Service Associations on the subject of Relative Seniority. Some of them have put forward the view that the present prospects of existing officers of the Services should not be prejudiced in any way by the recruitment of officers as an Emergency Measure and that no officer recruited under the Scheme of Emergency Recruitment to the Indian Administrative Service should be allowed to rank in seniority above any I.C.S. officer or even "war service" recruit to the Indian Administrative Service.

3. Stated in these terms, the claim is inconsistant with the principle underlying the Emergency Recruitment Scheme and cannot be reconciled with public interests. But the Government of India are anxious to ensure that the legitimate claims and expectations of existing officers are in no way prejudiced by the seniority rules that may be framed. They would, therefore, be grateful if the Provincial Governments would make a detailed examination/.....

examination of the effect of the proposals now formulated on individuals and groups of officers under them. If such examination indicates that the proposed rules would affect adversely the legitimate interests of any of the existing officers, the Government of India would be prepared to consider amendments thereof. The need for recruitment of over-aged candidates, however, having been accepted both by the Central and the Provincial Governments, the seniority rules must obviously be so framed as to give due credit to the over-aged candidates for their previous experience. To deny them this credit would not only be unfair to the candidates themselves, but would defeat the purposes of "over aged" recruitment, for it would result in appointment to the Service of a group of officers who, though senior in age are junior in service and, therefore, ineligible for a long time to fill the higher posts of responsibility which with the retirements and transfers of officers are not being adequately manned now, and for which the Emergency Recruitment has been undertaken.

4. As it is essential that the decisions on this question should be reached as early as possible, I am to request that the matter may be treated as urgent and the reply furnished within the date fixed.

Yours faithfully,

Deputy Secretary to the Government of India.

No:20/12/49-R. New Delhi-3, the 16th July, 1949.

Copy forwarded to the

(i) Principal, Indian Administrative Service Training School, with the request that his comments on the principles outlined in the Note may please be intimated to this Ministry at an early date;

(ii) Commandant, Central Police Training College, Mount Abu, with the request that his comments on the principles outlined in the Note may please be communicated to the Ministry at an early date.

Deputy Secretary to the Government of India.

-Juneja-
16.7.49.

Encl:-1.

Encl. to letter No.20/12/49-R dt. the 18.7.49.

MINISTRY OF HOME AFFAIRS
Reorganisation Section

With the implementation of the emergency recruitment scheme for the IAS the gaps created as a result of the transfer of power and the partition of the country are being gradually filled. The IAS officers recruited from various sources after the 15th August 1947 and the ICS officers who have continued in service from before that date now constitute a common pool of officers available for filling the posts borne on the respective Provincial Cadres of the I.A.S. As officers eligible for a common set of posts it is necessary that their seniority inter se should be determined on the basis of principles to be applicable to the various groups in the Common or Joint Cadres. This note is intended to discuss this question of relative seniority and to suggest the principles on which seniority of the officers drawn from various sources should be based.

2. The officers of the ICS-IAS Cadres as at present constituted have been drawn from the following sources:-

(i) ICS officers;

(ii) War Service officers appointed to the IAS on the recommendation of the F.P.S.C.;

(iii) Officers appointed to the IAS on the results of the competitive examinations; (other than PCS officers)

(iv) Officers appointed to the IAS on the recommendation of the Special Recruitment Board; and

(v) PCS officers appointed either to the 25% promotion group or to the emergency recruitment vacancies.

The relative seniority of the officers of the categories referred to above will be determined with reference to the year of allotment of the officer concerned. The points for decision are:-

(a) the principles on which the year of allotment should be determined in respect of each of the categories referred to, and

(b) the principles governing inter se seniority of officers allotted to any particular year.

3/-....

3. With regard to the first three categories of officers referred to in paragraph 2 above the position is comparatively simple. Instructions have already been issued regarding the year of allotment of war-service candidates and of those appointed to the service on the results of the competitive examinations. The only point that calls for attention is the year of allotment of ICS officers. So far, in respect of the ICS officers the period spent on probation has been ignored for the purpose of their seniority and their services have been deemed to commence from the date of their actual appointment to the service. This principle caused no hardship when the Provincial Cadres were filled entirely by ICS officers. Now that, however, IAS officers have been appointed to be the members of the same cadre it is obvious that the rules of seniority governing the ICS officers will have to be readjusted in the light of those which have been accepted for the Indian Administrative Service. It has already been decided in respect of the IAS officers that the year of probation will count towards their seniority. This applies not merely to those recruited on the results of the competitive examinations but also in respect of war service-candidates. In fact the years of allotment of the latter were recently revised and ante-dated by a year to fit in with this principle. In view of this decision it is necessary to give some credit to ICS officers for the period spent by them on probation and it is proposed to do so by according them a year of allotment one year prior to their actual appointment to the ICS. It is true that some ICS officers spent two years on probation but it is not possible to give them credit for the two years without disturbing the inter se seniority of ICS officers. As such a disturbance is neither desirable nor possible it is suggested that uniform credit of one year should be given to the ICS officers, irrespective of the actual period spent by them on probation.

4/-...

4. Emergency Recruits. No decision has yet been taken nor any indication given so far about the seniority to be accorded to candidates from the open market appointed to the I.A.S. on the recommendations of the Special Recruitment Board. There are two alternative methods by which seniority of such officers may be determined. Seniority may either:-

) follow the basic pay which has been fixed, or

) be related to the experience which the candidates concerned have gained in their respective employment, profession or business.

The basic pay of the emergency recruits drawn from the open market has been fixed mainly on the basis of age. Government accept the recommendations of the Special Recruitment Board on the question as to whether a candidate should be placed initially in the junior or in the senior grade of the Administrative Service. This decision having been made the basic initial pay is fixed according to age on the principle that the minimum of the time-scale is admissible to a person of 27. Persons older in age are given the corresponding stages in the respective time-scales (senior or junior as the case may be). The initial basic pay is, however, subject to a maximum of Rs.660/- in the junior and Rs.1000/- in the senior scale which represents the pay admissible in the 10th year of service at the age of 36 (beginning from the age of 27). If seniority is to follow strictly the basic pay, candidates between the ages of 36 and 45 will be accorded the same seniority, namely, 10 years, for no one is given a higher basic pay than that represented by this seniority. This obviously will not be fair to them. Nor from the point of view of the existing officers is this likely to be satisfactory. An ICS officer, for instance, who enters service at the age of 25 will have attained 8 years seniority at the age of 33. If a year of probation is added, he attains 9 years seniority at that age. He

will be liable under this formula to be considered junior to an emergency recruit of the age of 36 who under the formula is entitled to 10 years seniority. In other words, an ICS officer aged 33 would be liable to be superseded by emergency recruit 3 years senior to him in age. This margin might well be considered too small in view of the experience which the ICS officer has gained in course of service of 8 or 9 years in the very line in which he is to be superseded.

The alternative method of approach would be to relate seniority of the new recruits to the length of his actual experience in the previous employment, business or profession. This is fair to the recruits themselves inter se as it would maintain a distinction among them on the basis of their actual experience. To be fair to the existing officers also it is proposed that credit should be given to the emergency recruits for the purpose of determining their seniority in the IAS at the rate of 6 months for every year of experience which such recruits may have after the age of 25. The year of allotment of an emergency recruit may thus be determined according to the formula:

$$1949 - \frac{N}{2}$$

where N = the number of completed years of actual experience of an emergency recruit after attaining the age of 25 and up to the 31st December 1948.

5. P.C.S. Officers. The present rule governing seniority of PCS officers appointed to the IAS or to listed posts in the ICS is that their seniority vis-a-vis the direct recruits to the IAS or ICS is calculated on the basis of their length of continuous service in senior grade posts. This rule has worked satisfactorily for a long time but in view of the present circumstances it requires modification in two respects. First, it is necessary to make some provision for the junior grade officers of the PCS who may be appointed to the junior grade of the I.A.S. under

the emergency recruitment scheme. Secondly, the seniority of PCS officers vis-a-vis emergency recruits has to be calculated on the basis of a year of allotment to be determined under the rules to be prescribed rather than on the basis of the date of commencement of continuous officiation in the senior grade. Otherwise there would be anamolies as in the illustration below:

Suppose A is an ICS officer who joined service in 1941 having commenced his probation in 1940. A started officiating in the senior grade in November 1947. B is a senior PCS officer appointed directly to the senior scale of the IAS. B started officiating continuously in senior grade posts in April 1948. Under the rule determining the relative seniority of ICS and PCS officers on the basis of the commencement of continuous officiation in senior grade posts B is junior to A. Now C is a comparatively senior emergency recruit appointed to the senior scale of the IAS and is allotted the year 1939, under the rules suggested in paragraph 4 above. He, however, actually starts officiating in senior grade posts in 1949. If his seniority vis-a-vis B who is a PCS officer is to be determined on the basis of the respective dates on which they commenced officiating continuously in senior grade posts B would be senior to C. On the other hand, C having been allotted to the year 1939 and A being an ICS officer who commenced his probation in 1940, C will be senior to A. The result will be that while A is senior to B and B is senior to C, C is senior to A. This is obviously anamolous.

(ii) As a modification of the existing rule of seniority of PCS officers I would suggest that the year of allotment of a PCS officer promoted directly to the senior grade of the IAS should be the year 6 years prior to the year in which he commenced to officiate continuously in the senior grade. For a PCS officer appointed to the junior grade of the IAS the year of allotment should be

the year two years prior to that in which he commenced to officiate continously in the post of an officer-in-Charge of a Sub-Division or a post of equivalent rank. A credit of 6 years has been suggested in addition to the full period during which a PCS officer officiates continuously in the senior grade for the following reasons. The cadre strength of the IAS has been calculated on an actuarial basis on the assumption that an IAS officer will start officiating continously in senior posts after completing 5 years from the commencement of his service excluding the period of probation. The respective strength of the senior and junior grades having been fixed on this basis there is no doubt that in the long run at any rate the average duration of service of an IAS officer in the junior scale will be not less than 5 completed years excluding the period on probation. If the period of probation which has now been included for the purpose of seniority of IAS officers is taken into account the position would be that an IAS officer will start officiating continuously in senior posts in the 7th year of his service, having completed six. It is, therefore, reasonable to add six years to the date of commencement of continuous officiation in senior scale for PCS officers in order to equate their service with that of IAS officers. The position with regard to those of the IAS officers who are appointed to the junior grade of the IAS under the emergency recruitment scheme is similar. The posts open to the PCS officers before they are appointed to senior posts in IAS which can be equated to posts held by IAS officers in the junior grade are those of officers in charge of Sub-Divisions. An IAS officer is generally placed in charge of a Sub-Division after completing one year from the commencement of the service in a province i.e. 2 years from the commencement of his probation. It is, therefore, suggested that for

junior PCS officers 2 years should be added to their continuous length of service in posts of officers in charge of Sub-Divisions or in equivalent posts.

(iii). A possible objection to this principle of determining seniority of PCS officers is that seniority so determined will not in all cases correspond to the pay drawn by the officers under the rules already in force. This is, however, a result which cannot be avoided. Any attempt to make seniority correspond to the basic pay fixed in the IAS would result in consequences which will be objectionable from several points of view. First, the scales of pay in force in the different Provinces for the PCS vary considerably and that as the initial pay in the IAS is fixed on the basis of the pay actually drawn in the PCS, the IAS pay so fixed may be different for officers of the same seniority in the PCS belonging to different Provinces. If the seniority is to correspond to this initial pay, it will obviously result in officers of the same length of service in different Provinces being accorded different seniority. Secondly, the rule that on appointment to the IAS the minimum increase in basic pay should be Rs.200/- would exaggerate the seniority of the junior officers who may be appointed to the IAS. The weightage that such a junior officer receives will be out of proportion to the weightage that a senior officer of the same service will be entitled to. In the circumstances, it is suggested that the best method for determining seniority of PCS officers would be as suggested above, though it may result in officers of the same seniority drawing different rates of pay, or even in a senior officer drawing slightly lower pay than his junior in another province.

(iv). This Rule of seniority cannot, however, apply to officers confirmed in the listed posts of the I.C.S. (as distinguished from promotion posts of the I.A.S). The seniority of listed post holders vis-a-vis ICS officers

as already determined cannot be disturbed without affecting the respective service rights which have been guaranteed to both these classes of officers. It is, therefore, proposed that Confirmed 'listed posts' holders will continue to stand in relation to I.C.S. officers as in the Gradation lists in force at present and will be treated as ICS officers for purposes of seniority vis-a-vis the other groups Constituting the ICS-IAS Cadres.

6. The principles suggested in paragraphs 4 and 5 cover all the groups of officers appointed hitherto to the IAS except a small group who were appointed on the results of the Indian Audit and Accounts Service Examination held in 1945. Some of these officers, though they were actually appointed in 1948, were allotted to the year 1946 for purposes of seniority on the ground that some of their colleagues who had been appointed on the result of the same examination in 1946 had automatically counted their seniority from that year. The year of allotment of this special group will have to be maintained. They should, therefore, be treated in all respects like war service officers appointed to the IAS rather than like the regular recruits appointed on the basis of competitive examinations. As far as it is possible to see at present, there is no other individual or group of officers who call for special treatment. If, however, any such case comes to light it will be open to the Provincial Governments to bring it to the notice of the Government of India for ad hoc determination of seniority.

7. To summarise, the principles governing the determination of seniority of the various groups constituting the ICS-IAS cadre which have been proposed in this memorandum are as follows:-

(a) The seniority of ICS officers and of the

various categories of IAS officers will be calculated on the basis of the years of allotment to be determined in respect of each group in accordance with the principles mentioned below.

(b) The year of allotment of an ICS officer will be the year, one year prior to that in which he commenced service under a Provincial Government.

(c) The years of allotment of the war service candidates have already been determined and will continue to be recognised for the purpose of relative seniority. Similarly, in the case of regular recruits to the IAS on the basis of competitive examinations the year of allotment which has already been prescribed, that is, the year in which such officers commenced their probation, will continue to be recognised for the purpose of relative seniority.

Note: The officers recruited on the results of the I.A.A.S. examination held in 1945 will be treated in all respects as War-Service Candidates allotted to 1946.

(d) An emergency recruit to the IAS other than a PCS officer will be allotted to a year in accordance with the following formula:

$$1949 - \frac{N}{2}$$

where N = the number of completed years of actual experience of an emergency recruit after attaining the age of 25 and upto 31.12.48. as certified by the Special Recruitment Board.

(e) PCS officers appointed either to the IAS in the 25% promotion posts or to the emergency recruitment vacancies will be given years of allotment in accordance with the following principles:

(1) Those appointed directly to the senior grade of the IAS will be allotted to the year 6 years prior to that in which he started officiating continuously in the senior grade posts of the IAS.

(2) Those appointed to the junior grade of the

IAS will be allotted to the year subsequent in actual commencement of service in the PCS or two years prior to that in which they started officiating continuously in posts of officer in charge of Sub-Divisions or in equivalent posts or 1944, whichever is the later year.

Provided that PCS officers confirmed in the ICS listed posts will (notwithstanding the above rule of seniority) maintain their seniority vis-a-vis ICS officers as already determined in accordance with the rules applicable to them and will be treated as ICS officers for purposes of determining their seniority vis-a-vis the other groups constituting the ICS-IAS cadres.

8. The only point that remains is to decide the seniority inter se of officers of the different categories allotted to the same year. For officers of the various categories allotted to the same year the following order of seniority is proposed:-

1. ICS officers including officers confirmed in listed posts.
2. War Service and regular recruits to the IAS.
3. PCS officers promoted to the IAS.
4. Emergency recruits to the I.A.S. other than P.C.S. officers.

Within each of the above categories inter se seniority will be determined as follows:-

(i) Seniority inter se of ICS officers allotted to the same year and of confirmed listed post holders will be determined in accordance with the rules at present in force for such officers;

(ii) The seniority inter se of War Service candidates appointed to the IAS and allotted to the same year will be determined as already prescribed on the basis of their age. For regular recruits the rules prescribed in the I.A.S. Probationary Service Rules will apply. The question of determining inter se seniority of the war-service recruits and the regular

recruits allotted to the same year will not arise because no regular recruit has been allotted a year prior to 1948 whereas no war service candidates has been allotted a year later than 1946.

(iii) The inter se seniority of PCS officers promoted to the IAS and allotted the same year will be determined on the basis of their age.

(iv) The seniority inter se of emergency recruits to the IAS other than PCS officers allotted to the same year will be determined on the basis of their age.

9. The preceding note deals with the Indian Administrative Service but the same principles may apply mutatis mutandis to the Indian Police Service. The only modification that is necessary is that in the case of the junior officers of the Provincial Police Services appointed to the IPS the year of allotment should be two years prior to the year from which they commenced to officiate continuously in posts of or in posts equivalent in rank to those of Assistant Superintendents of Police.

"B.N.Tej" /16.7.49.

2841
CB

No.6099/46-D.
Political and Services Department,
Bombay Castle, 28th December 1949.

From

M.D.Bhat,Esquire,I.C.S.,
Chief Secretary to the Government of Bombay,
Political and Services Department.

To

The Chief Secretary to the Government of His Highness the Maharaja of Mysore,General and Revenue Secretariat,
Bangalore.

Subject:- Indian Civil and Administrative Service (Joint Cadre) - Rules,1950.

Sir,

With reference to your letter No.6113/CB,dated the 10th December 1949, on the above subject, I am directed to say that this Government has not framed rules to regulate the promotion of the Provincial Civil Service officersto the Indian Administrative service as the Government of India themselves propose to frame such rules applicable to all Provinces with a view to securing uniformity in them.

As regards the fixation of pay,seniority etc., of the Provincial Civil Service officers promoted to the Indian Administrative Service, I am to state that even these matters are to be governed by the rules framed by the Government of India. I am to forward in this connection a copy each of the Resolutions of this Government mentioned in the margin which contain the orders issued by the Government of India in regard to the fixation of pay, conditions of service etc.,of the officers in question. No rules regarding the fixation of seniority of the officers concerned have been framed by the Government of India so far and the matter is still under their consideration.

(1) Government Resolution,Political and Servies Department, No.537/46,dated the 13th May 1948.
(2) Government Resolution,Political and Services Department, No.537/46,dated the 1st August 1949.
(3) Government Resolution,Political and Services Department, No.1475/46,dated the 5th June 1948.

Yours faithfully,

For Chief Secretary to the Government of Bombay,
Political and Services Department.

CHIEF SECRETARY'S
31 DEC 1949
GOVT. OF MYSORE

GH/27.12.49.

Below copy of a Memorandum (of the Government of India, Ministry of Home Affairs) regarding the constitution of an Inidan Administrative Service to provide officers for the Central Government and the Governments of Assam, Bihar, Bombay, Central Provinces and Berar, East Punjab, Madras, Orissa, the United Provinces and West Bengal.

=##############=

No.537/46-D.,
Political and Services Department,
Bombay Castle, 15th March 1948.

Forwarded with compliments for information and guidance to :-

The Private Secretary to the Governor,

The Accountant General, Bombay,

The Secretary, Bombay Public Service Commission,

The Revenue Department,

All other Departments of the Secretariat, (except the Separate Department),

in continuation of Political and Services Department, Endorsement No.537/46-D, dated the 4th February 1948.

By order of the Governor of Bombay,

S G Rao

For Chief Secretary to the Government of Bombay,
Political and Services Department.

Mam/
13348

Memorandum regarding the constitution of an Indian Administrative Service to provide officers for the Central Government and the Governments of Assam, Bihar, Bombay, Central Provinces and Berar, East Punjab, Madras, Orissa, the United Provinces and the West Bengal.

The Central Government and the Governments of Assam, Bihar, Bombay, the Central Provinces and Berar, East Punjab, Madras, Orissa, the United Provinces and the West Bengal have agreed to constitute a Service called the Indian Administrative Service in accordance with the following provisions:-

(a) The strength, including both the number and character of posts, of the Indian Administrative Service shall be as specified in the Schedule.

(b) The Schedule may, if and when considered necessary, be amended by the Central Government in consultation with the appropriate Provincial Government.

2. (a) Recruitment to the Indian Administrative Service shall be

(i) by direct recruitment; or

(ii) by promotion of members of a Provincial Civil Service.

(b) Direct recruits for appointment to the Indian Administrative Service will be selected on the results of an examination held by, or under the authority of an examination held by, or under the authority of, the Federal Public Service Commission and appointed to the Service by the Central Government. The regulations setting out the conditions of eligibility, nature of tests, etc. will be framed by the Central Government in consultation with the participating Provincial Governments and the Federal Public Service Commission.

(c) A Provincial Government may declare that such number not exceeding twenty-five percent of the superior posts allocated to the Provincial Government in the Schedule to this Memorandum as may be specified by that Government shall be filled by that Government by promotion of members of the Provincial Civil Service.

(d) The rules regulating promotion of Provincial Civil Service Officers to the Indian Administrative Service shall be framed by the Provincial Government concerned in consultation with the Federal Public Service Commission and shall provide that no Provincial Civil Service officer shall be appointed to hold a superior post included in the Schedule for a period of more than one year unless the Federal Public Service Commission have certified that the officer is in every way fit to hold a superior post in the Indian Administrative Service.

3. (a) Posts included in the Schedule to this Memorandum shall be filled by members of the Indian Administrative Service unless -

(i) the vacancy is not likely to last for more than three months; or

(ii) in the opinion of the Government concerned there is no suitable officer of the Indian Administrative Service available to hold the post.

(b) .....

(b) Every appointment of an officer who is not a member of the Indian Administrative Service, made to a post included in the Schedule to this Memorandum otherwise than in accordance with paragraph 2, for a period exceeding three months should be reported by the Provincial Government concerned to the Central Government with the reasons for making such appointment.

4. Candidates selected for appointment to the Indian Administrative Service will be allotted to the participating Provinces by the Central Government in consultation with the Provincial Government concerned and, as far as possible, in compliance with the latter's wishes. Candidates will as far as possible be allotted to their Province of origin and 1 or domicile.

5. (a) Candidates selected for appointment to the Indian Administrative Service will be appointed to the Service on probation and will be required to undergo probation for such period and at such places as theCentral Government may determine.

(b) The Central Government will frame, in consultation with the Provincial Governments, rules to regulate the conduct, discipline and training of probationers.

6. A probationer on successful completion of his probation will be confirmed in the Indian Administrative Service. An officer belonging to the India Administrative Service shall be liable to serve anywhere in Indian either under the Central Government or under a Provincial Government. He shall submit himself to the orders of the Government under which he is serving for the time being and of the officers and authorities under whom he may, from time to time, be placed by that Government; shall devote his whole time to his duties, shall at all times obey any rules prescribed by the Central Government and the Provincial Government under whom he is serving for the time being to govern officers of the Indian Administrative Service and shall perform such duties as may be assigned to him.

7. In order to ensure that the conditions of service applicable to officers of the Indian Administrative Service are as uniform as possible, rules regulating pay and other conditions of services will be framed by the Central Government to such extent as is considered necessary. Provincial Governments will, however, be consulted before the rules are framed, and before they are amended in any manner. In respect of matters not covered by the said rules, an officer of the Indian Administrative Service will be governed by such rules as may be framed by the Government under which he is for the time being serving and, if no such rules are framed, by the rules applicable to the Central Service/Provincial Civil Service, Class I, as the case may be.

8. The Central Government may frame, in consultation with Provincial Governments,
rules to regulate the conduct of members of the Indian Administrative Service.

9. .....

9. (a) The following penalties may, for good and sufficient reason and as hereinafter provided, be imposed upon members of the Indian Administrative Service, namely -

(i) Censure;

(ii) Withholding of increment or promotion including stoppage at an efficiency bar;

(iii) Reduction to a lower post or time-scale, or to a lower stage in a time-scale;

(iv) Recovery from pay of the whole or part of any pecuniary loss caused to Government by negligence or breach of orders;

(v) Removal from the Civil Service of the Crown, which does not disqualify from future employment.

vi) Dismissal from the Civil Service of the Crown which disqualifies from future employment under the Central Government or Provincial Governments, unless the Government concerned directs to the contrary.

Explanation. The discharge of a person appointed on probation, during or at the end of the period of probation, on grounds arising out of the specific conditions laid down by the appointing authority, e.g. want of a vacancy, failure to acquire prescribed special qualifications or to pass prescribed tests does not amount to removal or dismissal within the meaning of this rule. But the discharge of a probationer, whether during, or at the end of the period of probation, for some specific fault or on account of his unsuitability for the service, amounts to removal or dismissal within the meaning of this rule.

(b) An officer against whom a disciplinary enquiry is pending may be suspended by the Government under which he is serving. An Officer under suspension shall be paid by the Government suspending him a subsistence allowance equal to one-third of the average monthly pay earned by him during the preceding twelve months. In addition that Government may direct payment of any compensatory allowance of which the officer was in receipt on the date of suspension to such extent and subject to such conditions as it may direct.

10. (i) No member of the Indian Administrative Service shall be removed or dismissed except by an order of the Central Government.

(ii) Before passing such an order the Central Government shall consult the Provincial Government concerned and the Federal Public Service Commission, and if the Federal Public Service Commission and the Provincial Government are in agreement, shall accept their agreed opinion. Where the Federal Public Service Commission and the Provincial Government concerned disagree, the decision as to the order to be passed shall rest with the Central Government and shall be final.

11. .....

11. Subject to the provisions of Rule 12, The Government under which an officer of the Indian Administrative Service is serving may impose on him any of the penalties specified in clauses (i) to (iv) of paragraph 9(a).

Before imposing any punishment, however, the Government concerned shall consult the Federal Public Service Commission and shall not depart from the Commission's advice save only for exceptional reasons to be recorded in writing.

12. In order to provide for the case of a disciplinary order which, although not one of dismissal or removal, might have the effect of dismissal or removal by compelling an officer to resign, for example, an order requiring the recovery from an officer of a substantial pecuniary loss, a Provincial Government shall, before imposing contrary to the advice of the Federal Public Service Commission, any penalty other than censure, report the case and the penalty proposed to the Central Government, If the Central Government find that the proposed penalty is not such that it might reasonably be expected to compel the resignation of the officer concered, they will return the case to the Provincial Government for passing final orders. If however the Central Government find to the contrary they will deal with the case as though it were one of dismissal or removal under rule 10.

13 (i) No order imposing a penalty other than an order of censure or an order based on facts which have led to the officer's conviction in a criminal court or by a court martial shall be passed against an officer of the Indian Administrative Service unless he is informed in writing of the grounds on which it is proposed to take action and has been afforded an adequate opportunity of defending himself. The grounds on which it is proposed to take action shall be reduced to the form of a definite charge or charges which shall be communicated to the officer charged together with a statement of the allegations on which each charge is based and of any other circumstances which it is proposed to take into consideration in passing orders on the case. He shall be required within a reasonable time to put in a written statement of his defence and to state whether he desires to be heard in person. If he so desires or if the authority concerned so directs an oral enquiry shall be held. At such enquiry evidence shall be heard as to such of the allegations as are not admitted and the officer charged shall be entitled to cross examine the witnesses, to give evidence in person and to have such witnesses called as he may wish, provided that the officer conducting the enquiry may for special and sufficient reasons to be recorded in writing refuse to call a witness. The proceedings shall contain a sufficient record of the evidence and a statement of the findings and grounds thereof.

(ii) The full procedure prescribed in sub-rule (i) above need not be followed in the case of a probationer discharged in the circumstances described in the Explanation under rule 9. In such cases it will be sufficient if the probationer is given an opportunity to show cause in writing against the discharge after being apprised of the grounds on which it is proposed to discharge him and his reply duly considered before orders are passed.

14. There shall be no appeal against any disciplinary order but the Government passing the order may revise, of its own motion or otherwise, any orders passed by it.

==========

Indian Administrative Service and
Indian Police Service.

Terms and conditions of Provincial Service officers appointed to .....

Government of Bombay,
Political and Services Department,
Resolution No.537/46
Bombay Castle, 18th August, 1949.

Read Government Resolution, Political and Services Department, No.537/46, dated the 13th May 1948.

Letter from the Government of India, Ministry of Home Affairs, No. 20/2/49-R, dated the 7th July 1949.

I am directed to invite attention to paragraph I(III) of the Ministry of Home Affairs letter No.X.60/9/47-G.S., dated the 6th March 1948, on the above subject, which states that in the case of Provincial Service officers who were holding promotion posts in the Indian Administrative Service and the Indian Police Service on an officiating basis from a date prior to the issue of the orders in question, their pay in the Indian Administrative Service/Indian Police Service time-scale should be fixed in accordance with the provisions contained in paragraph 1(IV) of the letter and the difference between the pay so fixed and the pay drawn by them before such refixation should be treated as Personal Pay to be absorbed in future increments. As most of the officers whose fixation of pay is governed by this clause have been holding officiating appointments in the Indian Civil Service and the Indian Police for a number of years it has been represented to to the Government of India that the provision in question operates harshly in their case, in that they do not earn any increment in the Indian Administrative Service/Indian Police Service time-scales for a number of years till their Personal Pay is absorbed in future increments, with the result that they have to draw the same emoluments for a number of years. The Government of India feel that it would be sufficient to ensure that the officers of the Provincial Services appointed to the new All India Services do not draw pay in excess of the maximum of the respective time-scales.(Rs.1800/- in the Indian Administrative Service and Rs. 1150/- in the Indian Police Service.) It has therefore been decided that in the case of the officers the fixation of whose pay is governed by para.1(III) of the Ministry of Home Affairs letter dated the 6th March 1948, that is, those who were holding officiating appointments in the Indian Administrative Service or Indian Police Service from a date prior to the 6th March 1948, the pay in the Indian Administrative Service/Indian Police Service time-scale should be fixed as follows :

Their pay with effect from 6th March 1948 should be fixed at that stage in the Indian Administrative Service or Indian Police Service time scale as the case may be, which is equal to his officiating pay, before refixation, or at a stage next lower to his officiating pay, the difference between his officiating pay and the appropriate stage in the Indian Administrative or Indian Police Service time-scale being treated as personal pay to be absorbed in the next increment. This would be subject to the maximum of the Indian Administrative Service.

and.....

and the Indian Police Service time-scales of pay. It has accordingly been decided that for the existing para.1(III) of the Ministry of Home Affairs letter No.60/9/47-GS., dated the 6th March 1948, the following should be substituted :

"III. An officer who is already holding (i.e. prior to 6th March 1948) in an officiating capacity an appointment in the Indian Administrative Service or the Indian Police Service."

The pay of the officers should be fixed at that stage in the Indian Administrative Service or the Indian Police Service time-scale as the case may be, which is equal to his officiating pay before refixation, or at a stage next lower to his officiating pay, the difference between his officiating pay and the appropriate stage in the Indian Administrative Service or Indian Police Service time-scale being treated as personal pay to be absorbed in the next increment. This would be subject to the maximum of the Indian Administrative Service and the Indian Police Service time-scales of pay."

2. The next increment in the Indian Administrative Service or Indian Police Service time scale in the case of these officers will accrue after they complete one year's service in the Indian Adminis trative Service or Indian Police Service time-scale i.e. on 6th March 1949.

3. I am to request that the pay of Provincial Civil Service and Provincial Police Service Officers who have been officiating continuously in the Indian Administrative Service or Indian Police Service posts from a date prior to the 6th March 1948 may be refixed in accordance with these orders with effect from 6th March 1948. The pay in the Indian Administrative Service or Indian Police Service time-scales of all other officers who began to officiate continuously in Indian AdministrativeService or Indian Police Service posts on or after the 6th March 1948 should be fixed in accordance with para.1(IV) of the Ministry of Home Affairs letter No. 60/9/47-G.S., dated the 6th March 1948.

#####

RESOLUTION:- Copies of the foregoing letter from the Government of India, Ministry of Home Affairs, should be forwarded to the officers and Departments concerned for information and guidance.

2. The Accountant General, Bombay, should fix the pay of the Provincial Service officers including the Judicial officers promoted as District Judges whose case fall under paragraph 1(III) of the letter from the Government of India, Ministry of Home Affairs, No. 60/9/47-G.S. dated the 6th March 1948, according to the revised formula now prescribed by the Government of India.

By order of the Governor of Bombay,

M.D.Bhat.

Chief Secretary to the Government of Bombay,
Political and Services Department.

To.....

To

The Private Secretary to the Governor,
The Accountant General, Bombay,
All Provincial Service officers officiating
in the Indian Administrative Service and
Indian Police Service,
All non-I.C.S. District Judges,
The Prothonotary and Senior Master,
High Court, Bombay (by letter),
The Registrar, High Court, Appellate Side, Bombay
(by letter),

The Finance Department,
The Home Department,
The Revenue Department,
All other Departments of the Secretariat
(except the Separate Department).

MPJ/1849/VIII

General Conditions of Service of ..

GOVERNMENT OF BOMBAY
Political and Services Department.
RESOLUTION No.1475/46.
Bombay Castle, 5th June 1948.

Express letter from the Government of India,Home Department, No.60/4/47-Ests(R),dated the 13th June 1947.

Express Telegram from the Government of Bombay,Political and Services Department, No.156, dated the 21st October 1947.

Letter from the Government of India, Ministry of Home Affairs, No.60/4/47-GS,dated the 6th March 1948.

"With reference to the correspondence resting with your telegram No.156, dated the 21st October 1947 on the subject noted above, I am directed to say that the Government of India have considered the views of all Provincial Governments, in consultation with the Federal Public Service Commission,and have arrived at the following decisions in respect of the general conditions of service that should be applicable to officers of the Indian Administrative Service and the Indian Police Service.

2. PAY SCALES: The Junior and Senior scales of pay for the Indian Administrative Service and the Indian Police Service will be as follows :

(a) Indian Administrative Service.
Junior Scale: Rs.350-400-450-450-500-540-30-600-E.B.-30-870-40-950 (19 years).

Senior Scale: Rs.800 (6th year or under)-50-1000-60-1300-50-1800 (25 years).

(b) Indian Police Service.
Junior Scale:Rs.350-350-380-380-30-590-E.B.-30-770-40-850 (19 years).

Senior scale:Rs.600 (6th year or under)-40-1000-1000-1050-1050-1100-1100-1150 (in the 22nd year).

Officers in the Selection Grade of the Indian Police Service will receive a fixed pay of Rs.1250.

3. Offices appointed to the Indian Administrative Service on probation should be started on the time-scale and permitted to count the period spent on probation towards leave,pension or increment in the time-scale.

4. Provident Fund: Officers of the Indian Administrative and Police Services will contribute compulsorily towards a Provident Fund at a minimum rate of one anna and a maximum rate of 2½ annas in the rupee. This subscription will be credited to the General Provident Fund maintained by the Central Government.

5. Travelling allowance: Officers of the Indian Administrative and Police Services shall be treated as officers of the first grade for purpose of travelling allowance.

6.....

Please make two

Copies - one Copy

to be sent to Home

Br.

3.1.50.

Copy to be
sent to Home
as is put up

DSMR
3/1/50.

CKS
3/1/50.

Copy Sent to day

4/1/50

COUNCIL CASES.

GENERAL AND REVENUE SECRETARIAT.

Notes on Council Files bearing Nos. .....

.....

which are for consideration at a meeting of Council, are *circulated.

Chief Secretary to Government.

Minister for Law.

Vide O. M. No. 988-95—C. B. 28-46-5, dated the 2nd September 1946.

1882
CB

IMMEDIATE.

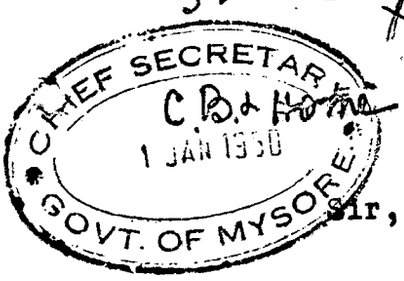
No.12/3/49-AIS,
Government of India,
Ministry of Home Affairs.

From

R.C. Dutt, Esquire, I.C.S.,
Deputy Secretary to the Government of India.

To XXX

The Chief Secretary to the Government of
His Highness the Maharaja of MYSORE.



New Delhi-3, the 31st Dec; 1949

Sir,

Reference Government of Mysore (General & Revenue Secretariat) letter No.5417-CB dated 24th November, 1949 and the Chief Secretary's D.O. No. 8044-S/49 dated 5th December, 1949 to Mr. A.B. Chatterjee.

2. Government of India welcome the participation of the Government of Mysore in the schemes for the extension of the Indian Administrative Service and the Indian Police Service to the States. They also accept the conditions mentioned in the letter cited above, subject to the following observations.

(i) Government of India have no objection to all the officers holding posts of and above the rank of Deputy Commissioner and of all officers holding posts of and above the rank of Superintendent of Police being interviewed by the Special Recruitment Board for the Indian Administrative Service and Indian Police Service respectively. The classification into three lists proposed in the scheme will be done by the Board as suggested by Government of Mysore but I am to suggest that the State Government may prepare a preliminary list of officers to be placed in list III with detailed reasons in support of each case. The materials for classification in this list will naturally not be available to the Special Recruitment Board unless they are provided by the State Government and

P.T.O.

Immediate.

No.12/3/49-AIS,
Government of India,
Ministry of Home Affairs.

From

H.C. Dutt, Esquire, I.C.S.,
Deputy Secretary to the Government of India.

To

The Chief Secretary to the Government of
His Highness the Maharaja of Mysore.

New Delhi-3, the

CHIEF SECRETARY
GOVT. OF MYSORE

Reference Government of Mysore (General & Revenue Secretariat) letter No.SAI7-C8 dated 24th November, 1949 and the Chief Secretary's D.O. No. 80-A-3/49 dated 1st December, 1949 to Mr. S.B. Chatterjee.

2. Government of India welcome the participation of the Government of Mysore in the schemes for the extension of the Indian Administrative Service and the Indian Police Service to the states. They also accept the conditions mentioned in the letter cited above, subject to the following observations.

(1) Government of India have no objection to all the officers holding posts of and above the rank of Deputy Commissioner and of all officers holding posts of and above the rank of Superintendent of Police being interviewed by the Special Recruitment Board for the Indian Administrative Service and Indian Police Service respectively. The classification into three lists proposed in the scheme will be done by the Board as suggested by Government of Mysore but I am to suggest that the state Government may prepare a preliminary list of officers to be placed in List III with detailed reasons in support of each case. The materials for classification in this list will naturally not be available to the Special Recruitment Board unless they are provided by the State Government and

...2/-

it is, therefore, desirable that the collection of this material should be undertaken by the State Government.

(ii) Government of India agree that in fixing the initial pay of the officers selected for the Indian Administrative Service and the Indian Police Service, due consideration should be given to the length of service training etc, of the officers selected. The exact method of giving effect to this principle in respect of seniority will be settled after selections are made.

(iii) There is no objection to the 30 junior officers referred to by Government of Mysore being considered by the Special Recruitment Board for the Indian Administrative Service and 9 junior officers for the Indian Police Service. It is unnecessary, however, to increase the number of junior posts in the Indian Administrative Service and the Indian Police Service cadres for this purpose. The selection of junior and senior officers need not necessarily correspond to the junior or senior cadre strength of a State or a Province. The only limiting figure for this purpose is the total cadre strength and selections up to this total number can be made even if the number of junior officers selected exceeds the vacancies in the junior cadre In the case of Mysore, however, Government of India have no objection to the total number of selections from the State officers exceeding, if necessary, the total cadre strength fixed for the State. The excess, if any, will be adjusted in later years by short recruitment.

(iv) Government of India agree that two nominees of the Government of Mysore should be associated with the Special Recruitment Board for the purpose of selection of officers from the State. They will assist the Board in the work of selection but the constitutional position requires that Government of India should be advised in this matter by the Federal Public Service Commission/Special Recruit-

P.T.O.

it is, therefore, desirable that the collection of this material should be undertaken by the State Government.

(ii) Government of India agree that in fixing the initial pay of the officers selected for the Indian Administrative Service and the Indian Police Service, due consideration should be given to the length of service, training etc., of the officers selected. The exact method of giving effect to this principle in respect of seniority will be settled after selections are made.

(iii) There is no objection to the 30 junior officers referred to by Government of Mysore being considered by the Special Recruitment Board for the Indian Administrative Service and 9 junior officers for the Indian Police Service. It is unnecessary, however, to increase the number of junior posts in the Indian Administrative Service and the Indian Police Service cadres for this purpose. The selection of junior and senior officers need not necessarily correspond to the junior or senior cadre strength of a State or a Province. The only limiting figure for this purpose is the total cadre strength and selections up to this total number can be made even if the number of junior officers selected exceeds the vacancies in the junior cadre. In the case of Mysore, however, Government of India have no objection to the total number of selections from the State officers exceeding, if necessary, the total cadre strength fixed for the State. The excess, if any, will be adjusted in later years by short recruitment.

(iv) Government of India agree that two nominees of the Government of Mysore should be associated with the Special Recruitment Board for the purpose of selection of officers from the State. They will assist the Board in work of selection but the constitutional position requires that Government of India should be advised in this matter by the Federal Public Service Commission/Special Re-cruit-

P.T.O.

Recruitment Board. The final responsibility for the selection must, therefore, rest with the Board and the Commission. Government of India have no doubt, however, that the nominees of the Government of Mysore on the Board will find that their advice is given the fullest weight and consideration by the Board.

Yours faithfully,

R. Dutt 31.12.49

(R.C. DUTT)
DEPUTY SECRETARY TO THE GOVERNMENT OF INDIA.

(Bajaj/31.12.49).

Recruitment Board. The final responsibility for the selection must, therefore, rest with the Board and the Government of India have no doubt, however, that the nominees of the Government of Mysore on the Joint Selection Board will take full account of their advice is given the fullest weight and consideration by the Board.

Yours faithfully,

(B.C. DUTT)
DEPUTY SECRETARY TO THE GOVERNMENT OF INDIA.

(Bathi/31.3.49).

Appendix F G—1]

SUBJECT.....

.....

.....

Diary No. of letter replied to .....

General and Revenue Secretariat

( )

the *19* .

Date of issue.....

Signed by.....

List of enclosures.....

Copied by.....

Examined by.....

Section

File No.

Serial No.

No. 9343/CB. 17th Jan. 50.

To

The Secretary to the Govt.
of India, Ministry of Home Affairs,
New Delhi

Sir,

I am directed to acknowledge with thanks the receipt of your letter No. 12/3/49-Ds dated the 31st Decr. 1949 accepting the conditions under which the Govt. of Mysore propose to participate in the schemes for the extension of the Indian Administrative Service and the Indian Police Service to the States,

WD 06818—GPB—25,000—9-7-49

subject to certain observations made
therein, and to say that the latter is being examined
with reference to the original recommendations of this Govt.
2. I am to say that ...
action is being taken to prepare
a preliminary list of all Officers
holding posts of and above the
rank of Deputy Commissioner / with
particulars of their history of service
and with extracts from their
Confidential reports on their Character
and work, and to request you
kindly to confirm that this
is the Collection of material ...
that is meant to be undertaken
by this Govt. I may explain
in this Connection that the Confidential
reports referred to above
actually relate to periods
prior to the appointment of
the Officers as Dy. Comrs. and
that no such reports are
available as regards their
work as D. Cs and in higher ranks,

as ~~the reports are not~~ no reports are prescribed to be made under the rules of this Govt. in respect of Officers of the rank of D. C. and above.

3. I am to invite reference to this Govt's letter ~~No.~~ No. 5821/C4 dated 7th Dec. 1949 and to request you kindly to intimate when a reply may be expected to the points raised therein, more particularly, when a copy of Schedule III to the Indian Civil and Administrative Services (Joint Cadre) Rules 1950 would be sent and whether the request of this Govt. for the allotment of a proportional Central Deputation Quota has been accepted, and if so, what the new authorised Cadre Strength for Mysore State will be.

4. I am to add that the Govt. of Mysore propose as soon as a reply is received in respect of matters referred

para 3 above, to ~~[illegible]~~ invite the views of
Mysore Civil Services Ass.n
regard to questions relating to
the determination of seniority, fixation of pay
etc. hereafter
and to furnish the opinion of
this Govt. on the conditions of
service applicable to the I. A. S.

Yours faithfully,

16/1

Chief Secy. to Govt.

scmk
16/1/50.

Copy to Home Deptt.

15-1-50.

Appendix F G—1]

SUBJECT.....

.....

.....

Diary No. of letter replied to :.....

Section

File No.

Serial No.

No.

To

General and Revenue Secretariat

( )

the *19*

Date of issue.....

Signed by.....

List of enclosures.....

Copied by.....

Examined by.....

WD 06818—GPB—25,000—9-7-49

Sri MB

The following subjects were discussed with Sri V.P.Menon on 13-1-50 at the Residency Guest House, Bangalore, and short notes on each subject are appended.

xx xx xx xx

2. Indian Administrative Service Scheme:- Though the Centre Government have agreed on all the points which were raised by the Mysore Government regarding participation of the Mysore State in the I.A.S. Scheme, two points remained over for clarification. These are (a) that among the junior officers, recruitment should be made to the junior cadre up to 30 persons and (b) that there should be a quota allotted for Mysore towards deputation of I.A.S. officers to the Centre. The minimum figure of ~~four~~ Eight was suggested towards the latter category. Regarding point (a) the letter No.12/3/49-AS.(S) 31/12/49 received from the ~~States~~ Home Ministry was not clear. What this Government desired was that Officers in the junior scale in the Mysore Civil Service at present belonging to certain cadres as specified in this Government's letter No. 57617/CB. dated 24.11.49 should all be interviewed and that out of them up to 30 persons should be taken by the I.A.S.

Information was also lacking as to when the Special Recruitment Board would be visiting Mysore to make this selection. This Government would be grateful for information on this point.

3. Swearing-in of Rajapramukh, Ministers and the Judges of High Court on the 26th January 1950 - procedure to be followed:

This has subsequently been clarified by the States Ministry.

P.T.O.

6. Issue of Birth certificates to British Nationals:- The matter was discussed and this Government is already in correspondence with the States Ministry (Vide: this office letter No. 90 52/ CB dated 6/7.1.50 and an early reply will be appreciated.

7. Civil Aviation Department and the Flying School:- Sri V.P.Menon said that the Flying School would be taken over by the Centre as part of All-India Scheme. With regard to the Mysore Dakota, he suggested that either it may be sold to Government of India or it may be maintained on a joint basis - the Government of India paying about 70% of the cost and the Mysore Government the balance of 30%. The Dakota may also be used as chartered plane for remuneration. The Mysore Government may decide as to what they should do in the matter and send their proposals to Government of India.

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12. Design for the Mysore Emblem: The Chief Minister and the Chief Secretary discussed the subject with Sri V.P. Menon who went through the various designs shown to him, and he generally approved of the design of Messrs. Barton & Sons & Co. This will now have to be sent to His Highness the Maharaja and after obtaining the remarks of the Palace, sent up to Government of India. Action will be taken accordingly.

13. Bangalore Race Club:- The subject was discussed and the lines on which action has to be taken were decided. Further action will be taken on the file.

X X X X X

"Extract"

CB.) 16/1.1.50.

17.1.50

20th Jany. 50

9575/CR

The Secretary to the Government of India,
Ministry of Home Affairs,
NEW DELHI.

In continuation of this office letter No.9343/C.B. dated the 17th January 1950, I am directed to state that the intention of this Government is that officers in the junior scale in the Mysore Civil Service at present belonging to certain cadres as specified in para 3 of this Government's letter No.5417/C.B. dated the 24th Augt. 1949, should all be interviewed and that out of them upto 30 persons should be taken for the Junior Indian Administrative Service.

I am to request you kindly to confirm that this is what is accepted by the Government of India in para 2 (iii) of your letter No.12/3/49-IS dated 31st December 1949. I am to enquire when the Special Recruitment Board would be visiting Mysore to make the selections. The Government of Mysore would be grateful for an early intimation in this behalf.

Yours faithfully,
(Sd) K. SRINIVASAN,
Chief Secretary to Government.

9576/CR

Copy of the above is forwarded with compliments, to the Secretary to Government of India, Ministry of States, New Delhi, for information.

20/1/50
Chief Secretary to Government.

Appendix F G—1]

SUBJECT.....

.....

.....

Diary No. of letter replied to .....

General and Revenue Secretariat

( )

the *19* .

Date of issue.....

Signed by.....

List of enclosures.....

Copied by.....

Examined by.....

Section

File No.

Serial No.

20-1-50

No. 9575/CB

To

The Secretary to the
Govt of India, Ministry
of Home Affairs,
New Delhi.

Sir,

In continuation of this
office letter no: 9343/CB dated the
17th January 1950, I am directed
to state that the ~~original~~ intention
of this Govt ~~is~~ is that Officers in
the Junior Scale in the Mysore
Civil Service at present belonging
to certain cadres as specified
in para 3 of
this Govt's letter no: 5417/CB

dated the 31st December 1949, should
all be interviewed and that out of
them upto 30 persons should be
taken for the Junior I.A.S.

I am to request you kindly to ~~obtain a confirmation~~ confirm that this also is what is accepted by the Govt. of India
~~Copy of the above and to furnish information~~
in para 2(iii) of your letter No. 12/3/49-IS dated 31.12.49.
~~as to~~ I am to enquire when the Special Recruitment Board
would be visiting Mysore to make the
selections. The Govt. of Mysore would be
grateful for an early intimation in this behalf.

Yours faithfully,

20/1

Chief Secretary

Deputy
20/1/50.

19/1/50

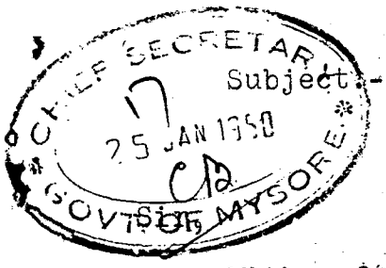
19.1.50.

IMMEDIATE

No. 519/D-3(a),
Government of India,
Ministry of Defence,
NEW DELHI, the 21st January 1950.

To

The Accountant General,
Central Revenues,
N E W D E L H I.



Subject:- Fixation of pay of Service Officers holding the posts of Under/Deputy Secretaries in the Government of India Secretariat under the Central Civil Services (Revision of Pay) Rules, 1947.

With reference to para 1 of the Ministry of Defence letter No.117/1/SIDCC-D5, dated the 23rd November 1948, I am directed to say that the Governor General is pleased to decide that the pay of Service Officers holding the posts of Under/Deputy Secretaries in the Government of India will be fixed in the manner indicated below:-

(1) Service Officers may elect the scales of pay sanctioned for the posts of Under Secretary and Deputy Secretary under the Ministry of Finance Office Memorandum No. F.1(44)-Estt(Spl)/47, dated the 28th June 1948.

(2) The option is to be exercised with effect from the 1st January 1947, (or the date of appointment if later) or the 16th August 1947. The option once exercised will be final. The option certificate for this purpose should be in the form of certificate enclosed as an Annexure to this letter. The option is to be exercised before the 1st March 1950.

(3) On electing the scales of pay sanctioned for the posts under the Ministry of Finance Office Memorandum of the 28th June 1948, referred to above, their pay will be fixed in accordance with para 2(b) or 3(b) of that Office Memorandum, as the case may be.

(4) The service rendered by a Service Officer as Under or Deputy Secretary on service rates of pay will count as service in the corresponding scale for the purpose of fixation of his pay under para 3 (b) of the Ministry of Finance Office Memorandum dated the 28th June 1948.

(5) For the purpose of arriving at the pay in the prescribed scale under clauses (a) and (b) of Rule 8(1) of the Revision of Pay Rules, the 'present' pay should be taken to be the actual rank pay drawn on the date from which the election takes effect, and for the purpose of Clause (c) of that Rule the officers will be treated as holders of non-permanent posts.

(6) In the case of Service Officers electing the Civil rates of pay and who are appointed after the 16th August 1947, the rank pay in the New Pay Code will constitute a basis for fixing their pay in the Civil rates under the Fundamental Rules.

2. It has also been decided that no recovery, if due, on the basis of the pay refixed in the Civil rates of pay will be effected.

Yours faithfully,

Saranjit Singh

(Saranjit Singh)
Assistant Secretary to the Government of India.

P.T.O.

Copy to:-

The Ministry of Finance for communication to the Accountant General, Central Revenues.

Ministry of Finance (Defence) for communication to the Military Accountant General, Director of Audit, Defence Services, the Field Controller of Military Accounts, Ambala, the F.C.M.A., Poona.

All other Ministries of the Government of India.

All Provincial Governments and Administrations.

The Auditor General and the Accountant Generals of all Provinces.

The Deputy Financial Adviser (A.G.)

'MANGA'
21/1.

Annexure to Ministry of Defence letter No.519/D-3(a), dated the 21st January 1950.

CERTIFICATE

I hereby elect/do not elect the scales of pay prescribed under the Central Civil Services (Revision of Pay) Rules, 1947 (as introduced under the Ministry of Finance Office Memorandum No. F.1(44)-Est(Spl)/47, dated the 28th June 1948 and adapted under the Ministry of Defence letter No. 519/D-3(a), dated the 21st January 1950) in respect of my appointment (s) as ..... with effect from the 1st January 1947/16th August 1947 or ..... (date of appointment).

Designation

Place

Date

N.B. Please strike out which is not applicable.